

City Council Minutes
January 23, 2023
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 Andrew Rencich, Council members: Doug Capps, Cynthia Brown, Joe Blocker, and Ryan Bullard. Also present: City Manager Tim Bolduc, City Clerk Maryanne Schrader, City Attorney Jonathan Holloway, and various staff members.

2. Invocation, Pledge of Allegiance

2.1. Reverend John Ferguson of Oak Ridge Assembly of God

The Invocation and Pledge of Allegiance was led by Reverend John Ferguson of Oak Ridge Assembly of God.

3. Open Policy Making and Legislative Session

Mayor JB Whitten announced there is a quorum.

4. Approve Agenda

Mayor JB Whitten requested action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Ryan Bullard to approve the agenda, as presented.

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, Ryan Bullard. All ayes. Motion carried.

5. Presentations and Reports

5.1. Recognition of Anna Florence

Mayor JB Whitten requested Chuck Powell to come forward. Director of Parks and Recreation, C. Powell, congratulated Anna Florence on her retirement and recognized her 36 years of dedicated service, as well as mentioning she was Employee of the Year for 2022. Anna Florence came forward to accept a plaque of appreciation.

Councilmember C. Brown congratulated Anna stating she and the staff will miss her, as they are like a family.

6. Consent Agenda

Mayor JB Whitten requested action.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Douglas Capps to approve the Consent Agenda, as presented.

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, and Ryan Bullard. All ayes. Motion carried.

- 6.1. Water Utility System Hydraulic Modeling Task Order
- 6.2. Memorandum of Understanding - Crestview Dental Office
- 6.3. Update Purchasing Manual
- 6.4. General Engineering and Consulting Services Task Order 2023-02
- 6.5. Design and Bidding for Utilities on the Bypass Roadway - Task Order 2023-03
- 6.6. Memorandum of Understanding - Dollar General
- 6.7. Approval of January 9, 2023 City Council Regular Meeting Minutes
- 6.8. Approval of January 9, 2023 City Council Special Meeting of the Mae Reatha Coleman Citizen of the Year Minutes

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1912 - Highway 90 West Annexation

Senior Planner Nicholas Schwendt introduced Ordinance 1912 - Highway 90 West annexation to the City Council for Second Reading. He went over the timeline and details of the vacant property.

Senior Planner Nicholas Schwendt explained zoning and current uses for the property and asked the City Clerk to read the ordinance.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance Annexing to the City of Crestview, Florida, ± 542.53 Acres of Contiguous Lands Located In Section 13, Township 3 North, Range 24 West, and In Section 14, 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 JB Whitten called for comment from the Council and from the public. Hearing none, he called for action.

Motion by Councilmember Douglas Capps and seconded by Councilmember Joe Blocker to adopt Ordinance 1912 on Second Reading.

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, and Ryan Bullard. All ayes. Motion carried.

7.2. Ordinance 1913 - Highway 90 West Comprehensive Plan Amendment

Senior Planner N. Schwendt presented Ordinance 1913- Highway 90 West Comprehensive Plan to the City Council. He mentioned the Department of Economic

Opportunity has completed its review and stated there are no provisions that necessitate a challenge to the Comprehensive Plan Amendment.

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

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 Rural Residential to Mixed Use (Mu) on Approximately 542.53 Acres, More or Less, In Section 13, Township 3 North, Range 24 West, And In Section 14, 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 JB Whitten called for comment from the Council and the public. In hearing none, he called for action.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Ryan Bullard to approve Ordinance 1913 on 2nd reading for final adoption.

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, Ryan Bullard. All ayes. Motion carried.

7.3. Ordinance 1914 - Highway 90 West Rezoning

City Attorney Jon Holloway swore in Senior Planner N. Schwendt for the quasi-judicial segments of the meeting.

Senior Planner N. Schwendt introduced Ordinance 1914 - Highway 90 West Rezoning to the City Council and asked that the staff report be entered into the record: On November 11, 2022, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Highway 90 West. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Agriculture and Rural Residential and Agriculture and Residential Rural, respectively. The application requests the Mixed Use (MU) zoning designation for the property. The Planning and Development Board recommended approval of the request on December 5, 2022, and the first reading was approved by the City Council on December 12, 2022.

The property description is as follows: Property Owner: Powell Gillis Jr & Avis Land, P O Box 277, Crestview, FL 32536-0277, Parcel ID: 13-3N-24-1811-0000-0030 , 14-3N-24-0000-0001-0000, Site Size: 542.53 acres, Current FLU: Okaloosa County Agriculture and Rural Residential; Current Zoning: Okaloosa County Agriculture and Residential Rural; Current Land Use: Vacant. The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property can be developed for residential and/or low-intensity commercial use. Staff reviewed the request for rezoning and finds the following: The proposed zoning is consistent with the

proposed future land use designation.

- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.
- The requested use is not substantially more or less intense than allowable development on adjacent parcels. Courtesy notices were mailed to property owners within 300 feet of the subject property on November 14, 2022. The property was posted on November 22, 2022. An advertisement ran in the Crestview News Bulletin on November 23 and December 1, 2022.

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

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 542.53 Acres, More or Less, of Real Property, Located In Section 13, Township 3 North, Range 24 West, and In Section 14, Township 3 North, Range 24 West, from the Okaloosa County Agriculture and Residential Rural Zoning Districts to the Mixed Use (MU) 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.

JB Whitten called for comment from the Council and the public. Hearing none, he called for action.

Motion by Councilmember Ryan Bullard and seconded by Councilmember Cynthia Brown to approve Ordinance 1914 on Second Reading for final adoption.

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, and Ryan Bullard. All ayes. Motion carried.

7.4. Ordinance 1915 - Amending Chapter 6 of the Land Development Code

Senior Planner N. Schwendt presented Ordinance 1915 to the City Council. He mentioned the amendments for building heights, overlay districts and setbacks. He then asked the City Clerk to read the ordinance.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance Amending Chapter 6 – Development Standards, of the City Of Crestview Land Development Code; 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 JB Whitten called for comment from the Council.

Mayor JB Whitten asked comments that were received, and Senior Planner N. Schwendt said he spoke to a homeowner about drainage concerns.

City Manager Tim Bolduc explained that that an email was received from an adjacent owner who was concerned about the elevation of the development. The email was

forwarded to the Council. He said the development consists of townhomes and explained the site-plan. He added if there was any deviation from the submitted site plan, the developer would have to come back to the Council. He displayed the concept with the proposed elevation explaining the developer had to raise the site to accommodate the stormwater retention ponds.

In response to Councilmember R. Bullard voicing concerns about any legal ramifications within the email, City Attorney J. Holloway replied that the Council does not have any legal concern on a legislative capacity.

Discussion ensued on the height of the buildings determining the ordinance will serve as a solution to mitigate the issues.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Douglas Capps to approve Ordinance 1915 on Second Reading for final adoption. Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, and Ryan Bullard. All ayes. Motion carried.

7.5. Ordinance 1916 - Code Enforcement Mitigation

City Manager Tim Bolduc presented Ordinance 1916 to the City Council which addresses Code Enforcement Mitigation. He stated the goal is compliance explaining the fines continue to rise quickly when the property is out of compliance. The fee structure is based on the property appraisers' value of the property at a minimum of \$5,000.

City Manager Tim Bolduc asked the City Clerk to read the ordinance.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance Amending Chapter 2, Article III., Division 5. – Code Enforcement Special Magistrate, of the City of Crestview Code of Ordinances; Providing For Authority; Providing For Filing of This Ordinance With the Clerk of the Circuit Court of Okaloosa County; 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 JB Whitten called for comment from the Council and from the public.

Resident Kenny Siler came forward and asked the Council to appoint a Board consisting of citizens to review the cases.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Joe Blocker to approve Ordinance 1916 on Second Reading for final adoption. Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, and Ryan Bullard. All ayes. Motion carried.

8. **Ordinances on First Reading** – No items to report.

9. **Resolutions** – No items to report.

10. Action Items – No items to report.

11. City Clerk Report – No items to report.

12. City Manager Report

12.1. Financial Report

Finance Director Gina Toussaint mentioned the link for the financial reports are in the staff report. She added the auditors will be back to do the field work in March.

12.2. Report to City Council - Wayne Steele on Capital Projects

City Manager T. Bolduc introduced Wayne Steele, Director of Operations, and Project Manager, Jayce Vanderford.

Director of Operations, Wayne Steele, went over the projects they are working on daily, as well as the on-going projects. He went over the technical services the department provides and the seven steps of a successful project.

Project Manager, Jayce Vanderford, gave an update of the Wrike Project Management software that he utilizes for tracking over 600 files. He reviewed the current capital projects and the funding sources. He went over the projects on the display that were recently completed and those that are in progress.

Director of Operations, W. Steele, showed the conceptual plans for Brookmeade.

In response to the question from Councilmember C. Brown on stormwater and wastewater issues, Director of Operations W. Steele replied that Jacobs is working with M. Criddle on the project. City Manager T. Bolduc added that we will have a special meeting regarding a 20-year Master Plan to address stormwater, as well as the wastewater treatment plant.

City Manager T. Bolduc announced the city did not receive any bids for the downtown project. However, FDOT provided another extension to re-bid.

City Manager T. Bolduc said we still need a name for the East/West Gateway Connector. Mayor Pro-Tem A. Rencich suggested “Fallen Hero Parkway” and make it a memorial drive for our first responders. City Manager T. Bolduc replied that we can memorialize the individuals with plaques, markers etc. Discussion ensued on the naming of the connector.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to name the connector road "Fallen Heroes Way".

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, and Ryan Bullard. All ayes. Motion carried.

13. Comments from the Mayor and Council

Mayor JB Whitten called for comment.

In response to Councilmember D. Capps, City Manager T. Bolduc replied we are

partnering with the military for a childcare center adding it is essential to get the CDC in Crestview.

In response to Councilmember C. Brown on the status of the in-home childcare, City Manager T. Bolduc replied we are partnering with the Small Business Development Center, as well. The SBDC received a grant to train people to operate child-care facilities.

Discussion ensued on the need to keep the city clean and speeding issues.

Mayor JB Whitten mentioned HB37 stating the Bill requires elected officials to submit Form 6 which is more extensive than Form 1 for financial disclosure. He voiced concern that the more extensive form would discourage people from serving on the Council. The Council concurred with the Mayor's letter in opposition of the Bill.

Mayor JB Whitten mentioned the Overdose Summit was successful. He added there are plans to form a Task Force to train individuals as the next step. He mentioned Andrae Bailey made the point that people who are using drugs are unaware that it is laced with fentanyl. He recognized Chance and Peyton for their work in putting the Summit together.

14. Comments from the Audience

Mayor JB Whitten called for comment from the public. No one came forward.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 7:22 p.m.

Minutes approved this 13th day of February 2023.


JB Whitten
Mayor


Maryanne Schrader
City Clerk
Proper Notice having been duly given

