

City Council Minutes
February 27, 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. Pastor Jeff Childers of The Shepherd's Church

The Invocation and Pledge of Allegiance was led by Pastor Jeff Childers of The Shepherd's Church.

3. Open Policy Making and Legislative Session

Mayor JB Whitten established a quorum.

4. Approve Agenda

Mayor JB Whitten called for action.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Joe Blocker to approve the agenda, as presented.

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

5. Presentations and Reports

Nothing scheduled.

6. Consent Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Douglas Capps and seconded by Councilmember Ryan Bullard to approve the Consent agenda, as presented.

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

6.1. Approval of the minutes of February 13, 2023

6.2. Appointment to the Crestview Housing Authority

7. Public Hearings / Ordinances on Second Reading

None scheduled.

8. Ordinances on First Reading

8.1. Amendment to the Code of Ordinances Chapter 38 - Property Maintenance and Housing Standards

City Manager T. Bolduc presented Ordinance 1918 to the City Council amending Chapter 38. He explained that he moved Code Enforcement to the police department. He received comments from the employees, as there were crossovers between building officials and Code Enforcement, as well as the need to clarify definitions. Based on the input, changes were made to the existing ordinance.

City Manager T. Bolduc 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 Chapter 38 Property Maintenance and Housing Standards, of the Code of Ordinances; Providing For Intent; Providing For Authority; Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; and Providing For an Effective Date.

City Manager T. Bolduc said Councilmember D. Capps pointed out that there is a grammatical error in the exterior finishing area, adding it would be corrected before Second Reading.

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

Motion by Councilmember Ryan Bullard and seconded by Councilmember Joe Blocker to approve Ordinance 1918 on 1st Reading and move to 2nd Reading for final adoption.

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

9. Resolutions

None brought forward.

10.1. City Manager Annual Performance Evaluation

HR Director Jessica Leavins stated the evaluation forms for City Manager T. Bolduc have been returned. She went over the core values that the evaluations are based on. She stated the average score was 2.84.

Mayor JB Whitten remarked that he works closely with the city manager and has observed his workload. He mentioned he reviewed other cities' pay for comparables stating a city nearby hired an interim city manager at a rate of \$20,000 more. He asked that the pay be raised to 10%, as he wants him in the ballpark. He added that City Manager T. Bolduc has saved our city money.

Councilmember D. Capps reiterated the comment, stating we have more projects and buildouts than the other surrounding cities.

Discussion ensued from Council agreeing that our salaries should be held in line.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown moved to accept the evaluations and increase the salary of the city manager to 10%.

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

City Manager T. Bolduc said it was an absolute honor to serve the city adding he is blessed to work with the team he has and is excited for what is to come.

10.2. Support in Developing EPA WIFIA Loan Application

Public Services Director Michael Criddle explained the water infrastructure federal funding will fund 49% of the project. This project will bring infrastructure to the west side stating those who tie on will provide the funding. He added we plan to double the capacity of the WWTP.

City Manager T. Bolduc asked about the relocation of the disposal, and M. Criddle replied that it is part of the infrastructure project.

City Manager T. Bolduc explained this will help us open up the sports complex, as we are looking to relocate the disposal, as it will aid in the placement of the sports complex.

Mayor Pro-Tem A. Rencich asked about the engineering and construction. M. Criddle replied the total fee package is encompassed in the funding, which is around \$300,000, however this piece is in the amount of \$67,700.

Public Services Director Michael Criddle explained that Jacobs will assist the city in preparing a Letter of Interest in developing support for the Environmental Protection Agency (EPA) Water Infrastructure Finance and Innovation Act (WIFIA) Loan. Jacobs will support the City in finalizing and submitting the LOI to EPA.

Mayor JB Whitten called for action from the City Council and the public. In hearing none, he called for action.

Motion by Councilmember Cynthia Brown and seconded by Mayor Pro-Tem Andrew Rencich to approve the recommendation for the Mayor to execute Task Order 2023-09.

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

10.3. Permission to secure price for fire trucks

Fire Chief Anthony Holland mentioned the agreement with Ten-8 will lock in the

price for the two pieces of apparatus. The vendor must secure the agreement by February 28th as the amount increases on March 1st. It will be a seven-year lease for two pumper trucks to be fully loaded and equipped for \$1,604,093.66 dollars.

City Manager T. Bolduc said the rates on the trucks are competitive and part of the upcoming budget cycle.

Discussion ensued on the aging of the fleet and the need for our fourth station. The benefits of leasing versus purchasing was also discussed.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to accept the staff and leasing options, as presented.

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

10.4. Letter of Support for Mayor JB Whitten

City Manager T. Bolduc said this was presented at the last meeting. The NWFL and FLC supports the initiative adding that Mayor Pro-Tem Rencich will be signing the letter of support.

Councilmember C. Brown said the lead Mayor Whitten has taken on the Opioid crisis was big.

Mayor JB Whitten relinquished the gavel to Mayor Pro-Tem A. Rencich for the vote.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Douglas Capps approving the City Council to sign a Letter of Support for Mayor JB Whitten for nomination to the 2nd VP for Florida League of Cities.

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

Mayor JB Whitten took back the gavel for the remainder of the meeting.

11. City Clerk Report

11.1. Appointment of Bryan Follmar as a full member of the Planning and Development Board

City Clerk M. Schrader stated a vacancy occurred in January on the Planning and Development Board and requested a motion for Bryan Follmar, currently the alternate, to be appointed as a regular member.

Motion by Councilmember Douglas Capps and seconded by Councilmember Cynthia Brown to appoint Bryan Follmar as a regular member of the Planning and Development Board with the full term to begin at the first meeting in March 2023.

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

11.2. Planning and Development Board Volunteer Needed

City Clerk M. Schrader mentioned that an alternate is needed on the Planning and Development Board. Those interested who live within the city limits, who are interested can apply on the City website or contact the office of the City Clerk.

12. City Manager Report

12.1. Financial Update - Finance Director

City Manager T. Bolduc announced that the update for the financials are provided.

City Manager T. Bolduc said he had participated with NWFL College to review their Strategic Plan and liked their method. He asked the City Council to invite civic leaders who would like to participate with our Strategic Plan process. He mentioned the meeting is scheduled for March 29th.

12.2. Fire Department Report - Fire Chief Anthony Holland

Fire Chief Anthony Holland provided a presentation to the City Council. He went over the statistics of the 2022 response calls. He stated there were over 4,093 calls between EMS and fire. He stated there were 107 fire calls, false alarms have increased, 68 calls for Mutual Aid, an increase of 101 calls over last year, and 396 motor vehicle accidents.

In response to City Manager T. Bolduc and his question on what the Strategic Planning has done for the fire department, Fire Chief A. Holland said we have implemented eight goals for one year. He stated that communications have improved. Protective Gear is on order which will provide staff with primary and secondary sets. They have grant opportunities for safety equipment. They are reviewing policies and he has formed a Station committee that will assist in budgeting. They are working on the same radio system as the County. The fire tower is operating and March 23rd is the Ribbon Cutting.

In response to Mayor Pro-Tem A. Rencich, Fire Chief A. Holland replied they do not have any vacancies.

In response to Councilmember D. Capps regarding paramedics running calls, City Manager T. Bolduc replied that we are getting all the systems in place. We are trying to stay competitive and on budget. However, we are not ready to provide the service. We need to have Station 4 running before adding the paramedics component. He added we are working on getting them certified.

13. Comments from the Mayor and Council

13.1. Appointment of Ray Nelson to the Citizen's Advisory Council

Mayor JB Whitten announced the appointment of Ray Nelson to the Citizens' Advisory Council as a vacancy occurred.

13.2. Letter of Support for Restoring Passenger Rail in Pensacola/North Florida

Mayor JB Whitten said the federal government has funded rail travel. The passenger service will include Crestview. We are partnering with other cities and will bring back a resolution of support.

Councilmember C. Brown said Ryan Knox was one of the first to serve on the CAC and has done a marvelous job and wished him well.

Councilmember Joe Blocker asked the city attorney to look into a certain individual harassing the Council and citizens.

Mayor Pro-Tem A. Rencich had successful meetings with delegates in Tallahassee. He also mentioned the success of the Unity Walk.

Mayor JB Whitten and Councilmember D. Capps also went to Tallahassee and went over how successful the trip was stating the brunt of the training tower was provided based on a trip that was made a few years ago. He also mentioned that yesterday one of our citizens was able to save an individual from an accidental overdose. They are planning to meet with the County to gain their support in the opioid initiative.

14. Comments from the Audience

Mayor JB Whitten asked if the public had any comments. No one came forward.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 7:04 p.m.

Minutes approved this 13th day of March 2023.


JB Whitten
Mayor


Maryanne Schrader
City Clerk
Proper Notice having been duly given

