

City Council Minutes
May 8, 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. Invocation

The Invocation was led by Elder Echols, as Reverend Ferguson was not available.

Mayor JB Whitten welcomed Girl Scout Troop 93004 and invited them to lead the Council in the Pledge of Allegiance.

3. Open Policy Making and Legislative Session

Mayor JB Whitten announced that there was a quorum.

4. Approve Agenda

Mayor JB Whitten called for action.

Motion by Mayor Pro -Tem Andrew Rencich and seconded by Councilmember Ryan Bullard 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 – No items presented.

6. Consent Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Douglas Capps and seconded by Councilmember Cynthia Brown 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 April 24, 2023 City Council Regular Meeting Minutes

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1930 - Ground Mounted Solar Panels

Planning Administrator Nicholas Schwendt presented Ordinance 1930 - Ground Mounted Solar Panels to the City Council explaining it is regarding standards for ground mounted solar panels. He reviewed the summary regarding options for solar

panels attached to structures mounted in the ground. He mentioned solar panels mounted on the ground may provide for easier installation and maintenance, as well as reducing potential impact and damage to existing roof structures. He then 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 Section 2.02.00 – Definitions and Section 7.01.00 – Accessory Structures, of the City of Crestview Land Development Code to Define and Provide Standards For Ground Mounted Solar Energy Systems; Providing For Authority; 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 Councilmember Douglas Capps and seconded by Councilmember Joe Blocker to adopt Ordinance 1930 - Ground Mounted Solar Panels on Second Reading.

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

8. Ordinances on First Reading – None brought forward.

9. Resolutions – None brought forward.

10. Action Items

- 10.1. Legacy Place Subdivision Preliminary Plat & Memorandum of Understanding
Planning Administrator N. Schwendt introduced the Legacy Place Subdivision Preliminary Plat and Memorandum of Understanding. He mentioned the initial application was received and reviewed by staff. He said there will be a change in the setback inconsistencies but will not affect the project as a whole. He went over the plans stating they are in compliance. A Memorandum of Understanding will need to be signed by the Mayor and City Clerk before the preliminary plat can move forward. He added a traffic study was conducted.

Mayor JB Whitten called for comment from the Council.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve the staff recommendation to approve the preliminary plat and approve the Mayor and City Clerk to sign the Memorandum of Understanding.
Roll Call: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, Ryan Bullard. All ayes. Motion carried.

- 10.2. Permission to Negotiate – Employee Assistance Program

Administrative Services Director Jessica Leavins explained that the city did not

receive bids and requested permission to negotiate the Employee Assistance Program in the absence of bids. The needs will be the same as what was outlined in the RFP.

Councilmember C. Brown asked if there may be several providers, and AS Director J. Leavins replied that it will be a managed care program. City Manager Tim Bolduc added the provider will provide services 24 hours a day. He added employee mental health is a needed service.

Councilmember Joe Blocker asked if it would be located within the city, and AS Director J. Leavins explained we have some employees or spouses that work outside the area, so bigger companies could provide better service.

City Manager Tim Bolduc added that Councilmember Ryan Bullard brought the issue to our attention, and Ryan Bullard added it is good to have local service, but the need is for a whole approach which is able to provide assistance anywhere. He would like to be on the selection committee to assist. City Manager Tim Bolduc said once we get a company selected, it will come back to full Council.

Mayor JB Whitten called for action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Doug Capps to allow the city manager to negotiate with a provider for an Employee Assistance Program.

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

11. City Clerk Report

City Clerk M. Schrader mentioned that the Code of Ordinances on the city website has been updated through Supplement 28 and the Land Development Code, through Supplement 1.

12. City Manager Report

City Manager Tim Bolduc invited the developer for Benchmark Crestview Commons forward.

Marty DelleBovi, Director of Benchmark Crestview Commons, said Florida is a major area for the company. He said he appreciated the cooperation from the city. He mentioned COVID was a setback, but the city helped them through the process. Fallen Heroes Way Road will open up the east/west connector. He went over some constraints with the FDOT partnership. He is confident they will open in May. The grand opening will be held in late June to early July.

In response to Councilmember Joe Blocker on what type of structure was included, Marty replied it is a mix of retail stores and restaurants.

Council complimented the company on the improvements to the community.

City Manager Tim Bolduc mentioned another project of placing a stage at Twin Hills over the water to show movies and hold concerts. The price is about \$35,000 to build the deck and asked if Council wanted to move forward.

After discussion regarding safety, detracting from the downtown activities, the size of the deck at 24' x 32', access to power for food trucks, bands, etc., City Manager Tim Bolduc said he will do more assessment before bringing it back to the City Council.

Councilmember C. Brown asked about the biking/walking trail, and City Manager Tim Bolduc said the connection is still in the plan.

In response to Mayor Pro-Tem A. Rencich on an update of the downtown plan, City Manager Tim Bolduc replied he is speaking to the team on Thursday.

13. Comments from the Mayor and Council

Councilmember D. Capps attended the Military Installation Resilience Review kick-off recently and distributed a flyer explaining the program.

Councilmember R Bullard stated the gate at Twin Hills needs to be in the budget. He added the steep stairwell is a concern for safety. He also mentioned that he met with the fire department and went over some highlights. He also met with Finance and water/sewer. He added the sewer planning meeting was very informative.

Councilmember C. Brown suggested touring the wastewater treatment plant, as well and appreciates Jacobs. She said the Cinco de Mayo event was very good adding the Bush House is a great addition. She said the Public Service workers are doing a great job.

Councilmember Joe Blocker said the change of government should be commended. The city has come together.

Mayor Pro-Tem A. Rencich said community involvement was great in the "Force is Strong Week."

City Manager T. Bolduc received consensus on signing the letter to the Governor requesting approving the budget which includes three of our projects. He added we are requesting the Governor to attend the Grand Opening of the Crestview Commons.

Mayor JB Whitten said the National Day of Prayer which he hosted was successful, as well as the pet event this past weekend, which was held in conjunction with the County Health Department. Cinco de Mayo was great. He added the city is hosting the Okaloosa League of Cities next week at the Crossing. He added that on the 20th of May, Alex Barthe' will be talking about the emancipation. We will host the Movie Night at the Old Spanish Hill Park on May 27th. He added May Day and Memorial Day are coming up.

14. Comments from the Audience

David Wheeler came forward and commented on the Commons' project stating the economic impact helps us spend our dollars in our own community. It also brings

employment for both retail and management. He would like to see salary increases in our area.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 6:51 p.m.

Minutes approved this 22nd day of May 2023.

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JB Whitten

Mayor

ATTEST:

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Maryanne Schrader
City Clerk

Proper notice having been duly given

