

City Council Regular Meeting Minutes
May 22, 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. Esme Graff, Ministry Leader - Crosspoint South

The Invocation and Pledge of Allegiance was led by Esme Graff, Ministry Leader for Crosspoint South.

3. Open Policy Making and Legislative Session

Mayor JB Whitten announced there was a quorum.

4. Approve Agenda

Mayor JB Whitten requested that Agenda item 10.1 be moved right after the presentations and then called for action.

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

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

5. Presentations and Reports

5.1. Presentation of Awards - John Hamilton, VFW

Mayor JB Whitten asked John Hamilton of the Veterans of Foreign Wars to come forward to present the awards.

A Certificate of Appreciation was presented to Sgt. Willie Butler for Law Enforcement of the Year.

A Certificate of Appreciation was presented to Lieutenant Joseph Scott for Firefighter of the Year.

Lt. Rodney Lancaster presented a Certificate of Appreciation for a Lifesaving Award to Barbara Beadle for her heroic efforts in saving John Hamilton.

5.2. Recognition of Precision Leadership, LLC, and Graduates

Mayor JB Whitten and City Manager T. Bolduc presented a Certificate of Appreciation to Cole Randall of Precision Leadership.

City Manager T. Bolduc recognized several of the graduates of the Precision Leadership Leadershift program stating he believes in investing in the future.

5.3. Presentation of the City of Crestview Bulldog Award

Mayor JB Whitten presenting certificates of Achievement to several of the outstanding Crestview High School Bulldogs. He explained that they look for traits that make a student worthy of recognition that include but are not limited to leadership, perseverance, dedication, and selflessness.

Joshua Cadenhead and Lauren Milgram were the April recipients and Lamari Thomas and Joshean Figueroa were the May recipients.

5.4. Proclamation declaring the week of May 21 - May 27, 2023 as Public Services Week

Mayor JB Whitten presented a proclamation to representatives of Public Services declaring May 21 - May 27, 2023 as Public Services Week.

6. Action Items

6.1. Award of Solid Waste/Disposal Services Contract

City Manager T. Bolduc stated the bid opening was held on April 28th and we received bids from four vendors. A selection committee was formed, and scoring was done to select three to conduct presentations. The selection committee has recommended that Adams Sanitation be awarded the contract. There were two stipulations - proof of ability to secure equipment, and the Public Services director needed to review the software. Both requirements have been met. He added the representatives of the top three vendors are present to answer any questions.

Mayor JB Whitten asked for comments from the Council. Discussion ensued on being able to view the presentations, problems with service from Waste Pro and direct questions from Adams Sanitation regarding staffing capability.

Nathan Boyles of Adams Sanitation responded that the firm has 70 plus employees which includes a female workforce and added that portion of the workforce is higher than other firms in the industry. He also mentioned they have 30 trucks in the fleet and are growing.

Rich Chancey, Division VP of Waste Pro, stated he oversees the coastal regions. He went over the community involvement, their response for hurricane clean up, provided several references and went over the financial stability. The company had added a team member to improve service, as well. He requested an extension of their contract to proceed with negotiations.

Shannon Hayes came forward and stated he had numerous calls complaint while he was involved on the Council. He acknowledged there have been a few improvements but stated it is time to move on to another company.

Councilmember D. Capps said Waste Management was too costly, as we cannot double the citizens' fees based on the base cost.

City Manager T. Bolduc said the rates are going up with a new contract. Residents are currently paying \$25.95 monthly which includes yard waste. Our negotiations will be Adams Sanitation Alternate 1 is for two times a week with once-a-week yard waste for \$33.98. Waste Pro offered \$37.22, and Waste Management was \$59.01. During discussion, the committee decided to go with the personal approach. Adams Sanitation will add a customer service representative at City Hall. He added the commercial cost is also lower but there will be an increase.

Motion by Councilmember Ryan Bullard and seconded by Mayor Pro-Tem Andrew Rencich to accept the recommendation of the proposal evaluation committee and award the solid waste contract to Adams Sanitation and approve the City Manager and the City Attorney to negotiate the final terms of the contract for signature by the Mayor.

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

Mayor Pro-Tem A. Rencich excused himself from the rest of the meeting.

7. 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.

7.1. Memorandum of Understanding – Staybridge Suites

7.2. Crestview WWTP Effluent Reuse Master Plan

7.3. Annual Paving Contract

7.4. Approval of Minutes of May 8, 2023

8. Public Hearings / Ordinances on Second Reading – Nothing brought forward.

9. Ordinances on First Reading – Nothing brought forward.

10. Resolutions

10.1. Resolution 2023-09 Budget Amendment

Wendy Buttke presented Resolution 2023-09 regarding the amendment to the budget to the City Council mentioning it will accurately reflect the estimated revenues and appropriations. She then asked the City Clerk to read Resolution 2023-09.

City Clerk Maryanne Schrader read the Resolution by title: A Resolution of the City of Crestview, Florida, Amending the Budget to More Accurately Reflect Revenues and Appropriations. The Amendments are the Result of Various Prior Year Projects not Completed In FY 2022 Therefore Rolling To FY 2023 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 Cynthia Brown and seconded by Councilmember Joe Blocker to adopt Resolution 2023-09.

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

10.2. Resolution 2023-10 Adoption of the Local Housing Assistance Plan

City Manager Tim Bolduc stated Resolution 2023-10 is an Adoption of the Local Housing Assistance Plan. He has been working with staff on establishing the program. The goal is to separate us from the County, so we will have programs that directly assist our residents. This is a tool that will be able to assist with deposits, as well. The City should yield \$125,000 to \$130,000 with the program.

City Manager Tim Bolduc asked the City Clerk to read the Resolution. City Clerk Maryanne Schrader read the Resolution by title:

A Resolution of the City Council of the City of Crestview Florida Approving the Local Housing Assistance Plan as Required by the State Housing Initiatives Partnership Program Act, Subsections 420.907-420.9079, Florida Statutes; and Rule Chapter 67-37, Florida Administrative Code; Authorizing and Directing the Mayor to Execute any Necessary Documents and Certifications Needed by the State; Authorizing the Submission of the Local Housing Assistance Plan for Review and Approval by the Florida Housing Finance Corporation; and Providing an Effective Date.

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

Motion by Councilmember Cynthia Brown and seconded by Councilmember Ryan Bullard to adopt Resolution 2023-10.

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

10.3. Resolution 2023-11 Fire Truck Lease Agreement

City Manager Tim Bolduc presented Resolution 2023-11, Fire Truck Lease Agreement to the City Council. He stated the rate is 5.2%, which is good for now, however, we may opt to pay the lease earlier. It will take about a year to build the truck. We have added \$200,000 for standardization of equipment. This will help keep the truck operating with good, safe equipment.

City Manager Tim Bolduc asked the City Clerk to read the Resolution.
City Clerk Maryanne Schrader read the Resolution by title: A Resolution of the City of Crestview, Florida, Authorizing the Financing of Fire Equipment in the Amount of \$1,604,093.66 Providing for Payment of such Financing, Making Certain Covenants and Agreements in Connection Therewith, 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 Cynthia Brown to adopt Resolution 2023-11.

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

11. City Clerk Report

11.1. Monthly Update

City Clerk M. Schrader mentioned the update is in the staff report but wanted to mention she is meeting with Administrative Services to review the Code updates to merge information for departmental review. For public records in the month of April, we received 46 new requests and released 50 documents for the period. We have received \$74.00 from invoices in this reporting period.

12. City Manager Report

12.1. Financial Update - Finance Director

Finance Director Gina Toussaint stated the staff report contains the March expense report and April expenditures. She encouraged the Council to come by and she would go over the information in detail, if needed.

City Manager T. Bolduc displayed the financials on the monitor depicting the restricted cash. He said we have almost \$16 million in undesignated reserves. He said we will review what we have borrowed and look at cash expenditures with the interest rates being high and may decide to pay with cash reserves. He said we are in strong standing and fully funded in all categories. In response to Councilmember C. Brown, regarding having any balloon payments, City Manager T. Bolduc replied that we do not have any.

12.2. Monthly Department Report - Administrative Services

Administrative Services Director Jessica Leavins provided an update. She introduced Dennis Barnes, Barnes Financial Services, who came forward to explain the insurance updates. He acknowledged Jessica's work in improving the numbers. He announced the city will get a return of our premium and share in the gains, reporting \$182,202 will be received to the city with the pro-share agreement. He updated the Blue Value Solutions program which engages employees in healthier lifestyles. He said we will have a 4% health insurance increase in the next year, but the average increase is between 9 to 12%. That is a savings of \$129,076 alone.

Administrative Services Director Jessica Leavins stated we had an increase of 10% in participation and 10% lower in health issues, as the critical values were halved.

She advised Council on the staffing stating we are able to stay competitive. We had 30 new hires and went over employee longevity, training, and educational incentives.

City Manager T. Bolduc applauded Jessica and her staff. He added the premium gain will be given back to the employees to benefit them.

13. Comments from the Mayor and Council

Councilmember D. Capps thanked the Solid Waste committee for their hard work. He reminded all to attend the May Day parade and ceremony at Allen Park, as well as the Memorial Day celebration.

Councilmember R. Bullard said he has visited Parks, Fire and Financing. He applauded Gina and said his concerns were addressed. He added he is anxious to see handicap modifications at Twin Hills Park.

Councilmember Joe Blocker asked about the 30 hires, and City Manager T. Bolduc explained they are replacements. He added staffing has only gone up 5%. We are only two officers from being fully staffed. We have 51 officers and have approved two more.

Mayor JB Whitten said the presentation at Carver Hill of the Emancipation Proclamation from Alex Barthé was well done. The family movie night was successful. Crestview Chorus has had three recent performances. He reminded everyone that the May Day Parade starts at 10 a.m. He invited everyone to come to the Memorial Ceremony on May 29th at the Veterans Memorial.

Councilmember C. Brown asked about the left turn signal at Crestview Commons. City Manager T. Bolduc explained the history of when the funding became available for the Department of Transportation project which had already been approved from the bridge to Redstone. He went over the road modifications that were done to improve the entrance way for the new development, the movement of traffic by creating a side entrance to Panera Bread, and how the city partnered together with FDOT and the developer to create the turn lane. He applauded PS Director Michael Criddle and his efforts to ensure the traffic light is opened correctly and how the opening was phased-in so the development could be opened timely. He added the contractor has about 200 days on the contract to construct the northbound turn lane.

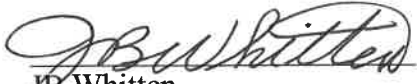
14. Comments from the Audience

Shannon Hayes came forward to recognize the city attorney, city manager, mayor, and Councilmember Capps for working together to ensure the May Day celebration would be successful. He asked about the million dollars in the CARES fund and City Manager T. Bolduc replied it is allocated for Main street improvements.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 7:24 p.m.

Minutes approved this 12th day of June 2023.



JB Whitten

Mayor



Maryanne Schrader

City Clerk

Proper Notice having been duly given

