

City Council Minutes
June 12, 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, Joe Blocker, and Ryan Bullard. Also present: City Manager Tim Bolduc, City Clerk Maryanne Schrader, City Attorney Jonathan Holloway, and various staff members. Councilmember Cynthia Brown was excused.

2. Invocation, Pledge of Allegiance

2.1. Pastor Ronnie Bearden of First Methodist Church of Crestview

The Invocation and Pledge of Allegiance was led by Pastor Ronnie Bearden of First Methodist Church of Crestview.

3. Open Policy Making and Legislative Session

Mayor JB Whitten went over the procedures and stated there was a quorum.

4. Approve Agenda

Mayor JB Whitten called for action.

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

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0.

All ayes. Motion carried.

5. Presentations and Reports

5.1. Kiwanis Club Presentation

CRA Director Elizabeth Roy and Yvonne Shanklin representing the Kiwanis Club recognized the following departments for their assistance on Memorial Day: Parks and Recreation/Facility Services (Cody Suggs), Public Information Office (Melissa Carter), and the Fire and Police Combined Honor Guard.

6. Consent Agenda

Mayor JB Whitten called for action.

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

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0.

All ayes. Motion carried.

6.1. Approval of Minutes of May 22, 2023

6.2. Cartegraph CMMS Software Contract

6.3. AXON Taser/Cameras Contract

7. Public Hearings / Ordinances on Second Reading

No ordinances were brought forward for Second Reading.

8. Ordinances on First Reading

8.1. Ord. 1932 - Third Avenue Annexation

Senior Planner Nicholas Schwendt presented Ordinance 1932 - Third Avenue annexation to the City Council. He mentioned the next three ordinances are related to the property located at 2203 Third Avenue. He went over the current uses and stated a development order has not been received. He went over the mailings and postings that are required.

Senior Planner Nicholas Schwendt 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, ± 12.02 Acres of Contiguous Lands Located In Section 4, Township 3 North, Range 23 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. In hearing none, he called for action.

Motion was made by Councilmember Doug Capps and seconded by Councilmember Joe Blocker to approve Ordinance 1932 on First Reading and move to Second Reading for final adoption.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes; 4; Nays: 0. All ayes. Motion carried.

8.2. Ord. 1933 - Third Avenue Comprehensive Plan Amendment

Senior Planner N. Schwendt presented Ordinance 1933 to the City Council for a future land use change regarding the Third Avenue Comprehensive Plan Amendment. He mentioned the fees were waived per the moratorium.

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 Mixed Use to Mixed Use (MU) on Approximately 12.02 Acres, More or Less, In Section 4, Township 3 North, Range 23 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. In hearing none, he called for action.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Joe Blocker to approve Ordinance 1933 on First Reading and move to Second Reading for final adoption.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0. All ayes. Motion carried.

8.3. Ord. 1934 - Third Avenue Rezoning

Senior Planner N. Schwendt presented to the City Council Ordinance 1934 regarding the Third Avenue Rezoning and 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 12.02 Acres, More or Less, of Real Property, Located In Section 4, Township 3 North, Range 23 West, From the Okaloosa County Mixed Use Zoning District 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.

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

Motion by Councilmember Doug Capps and seconded by Councilmember Joe Blocker to approve Ordinance 1934 on First Reading and move to Second Reading for final adoption.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0. All ayes. Motion carried.

8.4. Ord. 1935 - Brookmeade Avenue Annexation

Senior Planner N. Schwendt presented Ordinance 1935 to the City Council stating the next three ordinances are regarding Brookmeade Drive. He went over the current uses stating the property is currently vacant and can be developed for commercial use. He stated the courtesy notices and postings have been made. He added the fees were waived per the moratorium. He then 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, ± 2.36 Acres of Contiguous Lands Located In

Section 28, Township 3 North, Range 23 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. In hearing none, he called for action.

Motion by Andrew Rencich and seconded by Councilmember Joe Blocker to approve Ordinance 1935 on First reading and move to Second Reading for final adoption.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0. All ayes. Motion carried.

8.5. Ord. 1936 - Brookmeade Avenue Comprehensive Plan Amendment

Senior Planner N. Schwendt presented Ordinance 1936 to the City Council stating the information was same as the annexation. He 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 Mixed Use to Commercial (C) on Approximately 2.36 Acres, More or Less, In Section 28, Township 3 North, Range 23 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. In hearing none, he called for action.

In reply to Councilmember D. Capps regarding the type of development that may be coming with the church and residential in the area, Senior Planner N. Schwendt replied that we do not have a development order yet.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Ryan Bullard to approve Ordinance 1936 on First Reading and move to Second Reading for final adoption.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0. All ayes. Motion carried.

8.6. Ord. 1937 - Brookmeade Avenue Rezoning

Senior Planner N. Schwendt presented Ordinance 1937 to the City Council Brookmeade Avenue Rezoning and 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 2.36 Acres, More or Less, of Real Property, Located In Section 28, Township 3 North, Range 23 West, From the Okaloosa County Mixed Use Zoning District to the Commercial Low-Intensity District (C-1) 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 JB Whitten called for comment from the Council. In hearing none, he called for action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Ryan Bullard to approve Ordinance 1937 on First Reading and move to Second Reading for final adoption.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0. All ayes. Motion carried.

9. **Resolutions**

10. **Action Items**

10.1. Main Street Improvements Constructability Review and CEI Services

City Manager Tim Bolduc stated the LEAD students would present the item. Alec Stapp, Public Services; Maddie Tatom, Code Enforcement; and Firefighter Kevin Walters came forward.

Alec explained that after three attempts to bid, no bids were received. In an effort to move forward, Alday-Howell was asked to review the RFP. After the design engineer submits comments, FDOT will have to approve the changes, and then the project will go out for bid again. He requested a motion to approve Alday-Howell Engineering Inc to provide Construction and Engineering services for the Crestview Main Street – Roadway Improvement project in the amount of \$280,670, upon receiving and selecting a bid.

Mayor JB Whitten called for comment from the Council.

Councilmember D. Capps asked if the amount is a ballpark figure, and Alec replied it was not adding that Jayce could provide additional information. City Manager T. Bolduc replied that is was a set amount.

Also, Mayor Pro-Tem A. Rencich commented that he was concerned about the

amount and the 365 days start time but understood. City Manager T. Bolduc replied that the 365 days will begin at the time the project is awarded. He explained that when we did not get any bids, we wanted another engineer to look at the RFP and determine why we did not receive any bids.

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

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Joe Blocker to approve the staff recommendation.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0. All ayes. Motion carried.

10.2. Conceptual Plat - White Wolf Run

Senior Planner N. Schwendt explained that the White Wolf Run plat had gone through staff review. He explained that this subdivision is proposed just north and west of Jones Road with a connection. The developer is relocating Jones Road where it used to run, so the traffic will flow more easily. The subdivision has 232 lots which is the allowed density.

Mayor JB Whitten called for comment from the Council.

In response to Councilmember R. Bullard regarding whether it would impact the current sewer system, Public Services Director M. Criddle responded there is no immediate impact.

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

Motion by Councilmember Doug Capps and seconded by Councilmember Joe Blocker to approve the conceptual plat for White Wolf Run.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 4; Nays: 0. All ayes. Motion carried.

10.3. Conceptual Plat - Cherry Brook Subdivision

Senior Planner N. Schwendt explained that staff have reviewed the plat. The subdivision is proposed south of Point Center Road, which is south of Antioch Elementary School on Whitehurst Lane. The subdivision will consist of 106 lots, which are within the allowed density and will connect to Garrett Pit Road as a paved road.

Mayor JB Whitten called for comment from the Council.

Councilmember R. Bullard asked whether the sewer system went out that far. Civil Engineer, Matt Zinke, said the developer will pay for the lift station that needs to be built. Mr. Zinke mentioned the work on the system is dependent on the progress of the roadwork on PJ Adams.

Mayor JB Whitten called for action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Doug Capps to approve the conceptual plat for the Cherry Brook subdivision.

Roll Call: Joe Blocker, Andrew Rencich, Doug Capps, Ryan Bullard. Ayes: 0; Nays: 0. All ayes. Motion carried.

11. City Clerk Report

City Clerk M. Schrader mentioned she would be attending the Florida Association of City Clerks Summer Conference from Friday, June 16th - Wednesday, June 21st.

12. City Manager Report

City Manager T. Bolduc had nothing more to report.

13. Comments from the Mayor and Council

Mayor JB Whitten asked for comments from the Council. No further comments.

Mayor JB Whitten said he had a good meeting with members of the Italian Air Force recently. He mentioned a Blood Drive for Sickle Cell Anemia on Thursday at the Community Center. He added the Juneteenth celebration is coming up on Monday, the 19th and will begin at 11:00 a.m. at Old Spanish Trail Park.

14. Comments from the Audience

Mayor JB Whitten asked for any public comment.

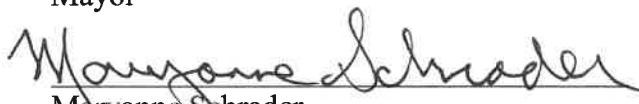
Shannon Hayes thanked the Council mentioning the May Day celebration sponsored by the Carver Hill Historical Society went well.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 6:40 p.m.

Minutes approved this 26th day of July 2023.


JB Whitten
Mayor


Maryanne Schrader
City Clerk
Proper Notice having been duly given

