

City Council Minutes
November 13, 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. Mr. Felton Barnes of Gideon International

The Invocation and Pledge of Allegiance was led by Mr. Felton Barnes.

3. Open Policy Making and Legislative Session

Mayor JB Whitten announced a quorum was present.

4. Approve Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Cynthia Brown to approve the agenda, as presented.

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

5. Presentations and Reports

5.1. Recognition of Deputy Valentine

Councilmember Doug Capps recognized Deputy Valentine for his lifesaving rescue of a young child that was attacked by a dangerous dog.

Mr. Jon Holloway added that Mr. Valentine saved the mother and child's life.

6. Consent Agenda

Mayor JB Whitten requested that Item 6.2 be removed and then called for action.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve the Consent Agenda, as amended.

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

6.1. Continuing Services Contracts Renewal

6.3. DEP Agreement No. (LPA0503- Crestview Septic to Sewer Conversion of Failing Septic Tanks) - Foxwood Estates

6.4. Approval of City Council Regular Meeting Minutes of October 23, 2023

7. **Public Hearings / Ordinances on Second Reading** – No item brought forward.

8. **Ordinances on First Reading**

8.1. Ordinance 1953 Lee Avenue Comprehensive Plan Amendment

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1953, Lee Avenue Comprehensive Plan Amendment to the City Council stating this is the first reading for the comprehensive plan and zoning designations amendment. He went over the current zoning explaining an application was received for a lot split. He went over the courtesy notices and advertisements.

CDS Planning Administrator Nicholas Schwendt then asked the City Clerk to read Ordinance 1953 by title.

City Clerk Maryanne Schrader read Ordinance 1953 aloud: 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 Residential (R) to Mixed-Use (Mu) On Approximately 0.40 Acres, More Or Less, In Section 21, 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 response to Councilmember J. Blocker about the clearance, CDS Planning Administrator Nicholas Schwendt stated they looked at the setback requirements, as well as density.

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

Motion was made by Councilmember Doug Capps and seconded by Councilmember Joe Blocker to approve Ordinance 1953 on 1st reading and move to second reading for final adoption.

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

8.2. Ordinance 1954 Lee Avenue Rezoning

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1954, Lee Avenue Rezoning, to the City Council explaining the rezoning requirements and asked the City Clerk to read Ordinance 1954 by title.

City Clerk Maryanne Schrader read the Ordinance 1954 aloud: An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 0.40 Acres, More or Less,

of Real Property, Located In Section 21, Township 3 North, Range 23 West, Front the Single and Multi-Family Density Dwelling District (R-3) 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 and from the public. In hearing none, he called for action.

Motion was made by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve Ordinance 1954 on 1st reading and move to second reading for final adoption.

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

8.3. Ordinance 1955 North Avenue East Comprehensive Plan Amendment

CDS Planning Administrator N. Schwendt presented Ordinance 1955 to the City Council. He explained that the applicant asked for a PUD amendment, as well as mixed use. He mentioned a development application has been received, and the project will contain 94 units. The current zoning designations do not provide for the density requested. The developer has entered into an agreement with Eglin AFB to provide housing for the military.

City Manager T. Bolduc explained this is a project that the city and Eglin AFB have been working together to assist with the initiative to provide affordable housing for the military. This initiative will assist in holding inflation in the rental market. This housing project will only accept BAH allowances provided to military members.

CDS Planning Administrator Nicholas Schwendt went over the required courtesy notices and advertisements. He then asked the City Clerk to read Ordinance 1955 by title.

City Clerk Maryanne Schrader read the Ordinance 1955 aloud: 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 Public Lands (PL) to Mixed-Use (MU) on Approximately 5.45 Acres, More Or Less, In Section 7, 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.

Discussion ensued on the traffic around the playgrounds, ingress/egress, and the county initiative.

Mayor JB Whitten called for comment from the audience.

Anita Austin voiced concern regarding the traffic and the aging utilities in the area. She also wanted to see the signed agreement with the government. She inquired on what rank the BAH rates are based on. She mentioned the school depot is down the road and voiced concern about the water runoff. She asked that the City Council reconsider the project.

City Manager T. Bolduc said the utilities will be constructed by the developer. The signed agreement is in place between the developer and Eglin AFB with input from Representative Matt Gaetz. The engineering and design teams reviewed the project, and permits will be required from EPA for stormwater. The city will also review the traffic mitigation.

Maria Thomas also voiced concern about the traffic impact stating she drives to the base and mentioned adding more vehicles to the congestion. She stated that the BAH the military receives provides adequate funds to pay for rent currently. She voiced concern about the impact of more children in the school.

Mayor JB Whitten stated the agreement will be made available.

City Manager T. Bolduc responded that the BAH will be specific to the rank of the servicemember. He added the BAH does create an imbalance in the rental market, so this solution will take them out of the market. The housing will be offered to the service member first.

Discussion ensued regarding the influx of people to the area, the need for adequate housing, and traffic.

Motion was made by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve Ordinance 1955 on 1st reading and move to second reading for final adoption.

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Doug Capps. Nays: Ryan Bullard. Ayes: 4; Nays:1. Motion carried.

8.4. Ordinance 1956 North Avenue East Rezoning

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1956, North Avenue East Rezoning, to the City Council stating the PUD has been requested. Courtesy notices and advertisements are the same as with the previous ordinance. He then asked the City Clerk to read Ordinance 1956 by title.

City Clerk Maryanne Schrader read the Ordinance 1956 aloud: An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 5.45 Acres, More or Less, of Real Property, Located In Section 7, Township 3 North, Range 23 West, From the Public Lands (Pl) Zoning District to the Planned Unit Development (PUD) 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.

Councilmember R. Bullard mentioned he does not support the project.

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

Regarding a Point of Order from Councilmember R. Bullard as a member of the public wanted to comment further, City Manager T. Bolduc explained that the second reading will provide a Public Hearing portion to take comment on the project.

Motion was made by Councilmember Andrew Rencich and seconded by Councilmember Doug Capps to approve Ordinance 1956 on 1st reading and move to second reading for final adoption.

Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Doug Capps. Nays: Ryan Bullard. Ayes: 4; Nays:1. Motion carried.

8.5. Ordinance 1957 - Comprehensive Fee Amendment

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1957, Comprehensive Fee Schedule to the City Council stating there were minor adjustments needed to correct text errors and provide for general improvements. He then asked the City Clerk to read Ordinance 1957 by title.

City Clerk Maryanne Schrader read the Ordinance 1957 aloud: An Ordinance of the City of Crestview, Florida, Providing For an Update to the Comprehensive Fee Schedule; 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.

In response to Mayor Pro-Tem A. Rencich question on tree mitigation, City Manager T. Bolduc replied the tree portion is part of the completed development. CDS Planning Administrator Nicholas Schwendt explained that only a protected tree was included but this amendment will expand to any required tree.

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

Motion was made by Councilmember Ryan Bullard and seconded by Councilmember Doug Capps to approve Ordinance 1957 on first reading and move to second reading for final adoption.

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

9. Resolutions

No item brought forward.

10. Action Items

10.1. Safe Haven Baby Box Discussion

Councilmember C. Brown stated she has asked the staff to research a Baby Box resolution. She said this is a humanitarian project and this could provide a safe solution for people with a financial burden.

Discussion ensued on statistics about where babies were abandoned, and Mayor JB Whitten provided an example of a firefighter who adopted a baby that was left in a Baby Box at his location.

Mr. Michael Reed came forward to explain that he had seen a baby dropped off in a box while serving in Afghanistan. He went over statistics on abandoned babies, as well as aborted babies.

City Manager T. Bolduc asked for direction from the Council to support the initiative. He mentioned that there is \$7,500.00 available from Councilmember Brown's discretionary fund to contribute to any initial costs. He also provided another option of adding it to the construction for Firehouse 1. We can also look for grant funding. There will be no negative impact on the city, as our firehouses are staffed 24/7 adding this is a humanitarian initiative.

Discussion ensued on fund raising efforts, anonymity of the mother, the cost of the Baby Box, whether the initiative should be delayed until construction is started and the value of the lifesaving potential, as well as the potential support from local businesses.

Mayor JB Whitten responded that the State already has a law in place for a person to give a child up. He added there will be no cameras in the area. The alarm sounds when a baby is left in the box. He added the identity of the mother is protected.

City Manager T. Bolduc said if we can fundraise it, we will proceed, otherwise it will come back to Council.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Ryan Bullard directing staff to approve staff's recommendation to move forward with the fundraising initiative.

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

10.2. Eden Lake Subdivision Preliminary Plat

CDS Planning Administrator Nicholas Schwendt said the application has been received for the location near Victory Lane. The subdivision proposes 187 lots on 47.4 acres. This results in a gross density of approximately 3.93 units per acre, which

is allowable per the applicable zoning and future land use requirements. If there are any changes that affect the layout or scope, it will come back to the Council for review. He added the Planning and Development Board has recommended approval of the plat.

Mayor JB Whitten called for action.

Motion by Councilmember Doug Capps and seconded by Mayor Pro-Tem Andrew Rencich to approve the Eden Lake Subdivision Preliminary Plat.

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

10.3. Eagle View Subdivision Preliminary Plat and MOU

CDS Planning Administrator Nicholas Schwendt said he does not expect any change to the scope. The subdivision proposes 194 lots on 186.4 acres. The density is allowable for the zoning requirements, and the Memorandum of Understanding provides for the funding to be held in escrow.

Mayor JB Whitten called for action.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Joe Blocker to approve the Eagle View Subdivision Preliminary Plat and to approve the Memorandum of Understanding to forward to the Mayor and City Clerk for signature.

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

11. City Clerk Report

11.1. Monthly Update

City Clerk Maryanne Schrader mentioned detailed information is in the staff report.

She announced that Deputy City Clerk Natasha Peacock completed the second year of training for the Certified Municipal Clerk certification and is anticipated to complete the final segment in October of next year.

11.2. Citizen of the Year nominations are due by December 1, 2023.

City Clerk Maryanne Schrader stated nominations for the City of the Year are due by December 1st. The link to the nomination page is on our website. She asked that the Council submit a name to be on the Nominating Committee before December 1st, as well.

12. City Manager Report

12.1. Presentation by the Fire Department

City Manager T. Bolduc asked Fire Chief Anthony Holland to come forward and provide an update.

Fire Chief Anthony Holland provided a comparison of calls between 2022 and this year to date including a breakdown between the stations. He also went over the fire calls, the statistics for each of the three stations on EMS and motor vehicle accidents. He mentioned that all of the stations are a “Safe Haven,” adding he supports the Baby Box initiative. He updated the Council on the hurricane recovery efforts for those deployed to assist other communities. He went over the mutual aid calls to the local area, explained the advanced training opportunities that are provided to the firefighters, as well as the use of the Training Tower facility. He said six of our firefighters participated in the Tunnel to Towers Foundation 9/11 stair climbing competition. He announced the visits they had with the local schools during Fire Prevention Month.

City Manager T. Bolduc added they are working on recruitment with Strategic Planning. This weekend we will have physical agility testing and have 36 applicants. He added staff is doing a great job.

In response to Councilmember C. Brown on the protocol for electric vehicles, Fire Chief A. Holland replied that we have not had it here yet, but we are training on electric vehicle fires. His staff is working on a policy and procedure on how we are going to address the issue.

12.2. Red Light Camera Discussion

City Manager T. Bolduc said Councilmember R. Bullard requested we bring the item forward to start the discussion.

Police Chief Stephen McCosker addressed the Council stating two red light cameras are located on 85/90 and 85 and Redstone for the north/south of the intersections. The cameras assist in enforcement by reducing the number of T-bone crashes at those locations. He mentioned the contract is revenue neutral, as the funding comes from the violators. He went over the statistics per year for each intersection. We have voluntary compliance as traffic apps depict the red-light camera usage. The fee collected is \$158 per ordinance and the city receives \$75 per violation, with the rest of the funding going to the various entities. He added this assists the department, as we do not have a traffic unit.

Discussion ensued on the time frame of having the cameras, the \$17,200 average received yearly going into the General fund, staffing, the auto-renewal of current contract and the need to have a traffic unit.

Councilmember R. Bullard stated he wanted to remove the auto-renewal portion and asked for clarification on the renewal terms.

Mayor Pro-Tem Andrew Rencich stated he wants to have a traffic department in five years.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Doug Capps to remove the auto renewal and negotiate the upcoming contract. Roll Call:

Joe Blocker, Cynthia Brown, Andrew Rencich, Doug Capps, Ryan Bullard. All ayes. Motion carried.

Discussion ensued on the feasibility of planning for a traffic unit.

City Manager T. Bolduc said the contract will renew in March 2028, and the contract must come before the Council for review, so we will be able to determine the feasibility of a traffic unit dependent on staffing.

City Manager T. Bolduc updated the Council on the Main Street project bid opening set for November 15th. He added the Brookmeade and Redstone project is in the final stages of the permitting process, and a community budget request was submitted for traffic improvements. The Vineyard site work bid opening is set for December 6th. The Mirage intergovernmental agreement is complete. All staff are now located at the Twin Hills Park location. We are drafting an RFP for the Twin Hills project. The engineering and design are being done with the splashpad starting in January 2024. We have four state appropriation requests on Park Drive, Redstone/Brookmeade, Twin Hills handicapped parking, and the reuse for WWTP has been submitted. He will be in Tallahassee tomorrow and will address the House Bill on building permits that set unrealistic timelines. He also stated that the Lindley Lane site plan regarding the 300 units is complete with only one-half of the approved lots being built, adding the point is we have to base our decisions on engineering data.

In response to Councilmember C. Brown regarding the shade canopies at the Rotary Park, City Manager T. Bolduc replied we should see them constructed in January.

13. Comments from the Mayor and Council

Mayor JB Whitten called for comment from the Council.

Councilmember D. Capps said the Tourist Development Council is meeting tomorrow morning in the Chamber.

Councilmember R. Bullard asked about the review of the Board expiration dates, and City Manager T. Bolduc stated he has received the research from the City Clerk. Research regarding the ordinance timelines to make the expiration dates consistent will be addressed. He added the item will be brought back by the next meeting.

In response to Councilmember R. Bullard regarding the temporary barriers on Highway 85, City Manager T. Bolduc said there is other work in the intersection so he will need to meet with Jason Autry at the County.

In response to Councilmember Joe Blocker regarding a facelift at the Veterans Monument gazebo, City Manager T. Bolduc said he will need to speak to the committee.

Mayor JB Whitten said the Veterans parade was successful. He said the Christmas market and a movie is scheduled this Saturday. He mentioned the Thanksgiving service, the

performances from the Crestview Chorus at Warrior's Hall and before the Christmas Parade on December 2nd.

City Manager T. Bolduc announced that the Ethics training is Wednesday morning for the City Council.

14. Comments from the Audience

Mayor JB Whitten called for comment from the audience.

Justin Grant voiced concern on the drastic increase on utilities.

City Manager T. Bolduc said the rate increase was discussed during the budget process, adding we did a rate study on water, sewer, and garbage. The previous contract for garbage had expired, and the new provider was lower than the previous provider submitted during the bidding process. He added the cost of business is going up, but the increase was the best they could do in relation to inflation.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 8:25 p.m.

Minutes approved this 11th day of December 2023.


JB Whitten
Mayor


Maryanne Schrader
City Clerk
Proper Notice having been duly given

