

**City Council Minutes**  
**January 8, 2024**  
**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. Ed Mitchell, member of the Church of the Nazarene

The Invocation and Pledge of Allegiance was led by Ed Mitchell of the Church of the Nazarene.

Mayor JB Whitten announced that Ed Mitchell is the Citizen of the Year for 2024.

**3. Open Policy Making and Legislative Session**

Mayor JB Whitten declared a quorum was present and went over the rules and procedures.

**4. Approve Agenda**

Mayor JB Whitten called for action.

**Motion** by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve the agenda, as presented.

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

**5. Presentations and Reports**

5.1. Presentation and Acknowledgment of two Special Olympics Gold Medalists

Mayor JB Whitten called Gabe Lee forward to receive a Certificate of Achievement in honor of the medals that Gabe won in the State Special Olympics event.

**6. Consent Agenda**

Mayor JB Whitten called for action.

**Motion** by Councilmember Cynthia Brown and seconded by Councilmember Ryan Bullard to approve the Consent Agenda, as presented.

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

6.1. Approval of City Council Regular Meeting Minutes of December 11, 2023

**7. Public Hearings / Ordinances on Second Reading**

7.1. Ordinance 1958 - Amending the City of Crestview Police Officers and Firefighters

#### Retirement Plan

City Manager Tim Bolduc brought Ordinance 1958, amending the City of Crestview Police Officers and Firefighters Retirement Plan forward for adoption. The ordinance has been brought back to correct a scrivener's error. The purpose is to adopt a 25 and out policy and for full retirement eligibility.

He then asked the City Clerk to read Ordinance 1958 by title.

City Clerk Maryanne Schrader read Ordinance 1958 aloud: An Ordinance of the City of Crestview, Florida; Amending the City of Crestview Police Officers' and Firefighters' Retirement Plan, Adopted by Ordinance No. 780, as Subsequently Amended; Amending and Renumbering Section 6 Benefit Amounts and Eligibility and Supplemental Benefit; Providing for Inclusion In the Code; Providing For Severability; Providing For A Repealer; 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 Councilmember Ryan Bullard and seconded by Councilmember Cynthia Brown to adopt Ordinance 1958 on second reading. ROLL CALL: Aye: Joe Blocker, Cynthia Brown, Andrew Rencich, Doug Capps, Ryan Bullard. All ayes. Motion carried.

### 8. Ordinances on First Reading

#### 8.1. Ord. 1959 - Crosson Street Comprehensive Plan Amendment

City Manager Tim Bolduc presented Ordinance 1959 - Crosson Street Comprehensive Plan Amendment to the City Council. The property is actually on MedCrest stating the legal description is correct.

He then asked the City Clerk to read Ordinance 1959 by Title.

City Clerk Maryanne Schrader read Ordinance 1959 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 Commercial (C) to Mixed-Use (Mu) on Approximately 8.04 Acres, More or Less, In Section 29, 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 and the public. In hearing none, he called for action.

**Motion** by Mayor Pro-tem Andrew Rencich and seconded by Councilmember Joe Blocker to approve Ordinance 1959 on 1st 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.

8.2. Ord. 1960 - Crosson Street Rezoning

City Manager Tim Bolduc presented Ordinance 1960 - Crosson Street Rezoning to the City Council. He mentioned a development order has not been submitted. He added staff is working with the developer on getting connectivity.

He asked the City Clerk to read Ordinance 1960 by Title.

City Clerk Maryanne Schrader read Ordinance 1960 aloud: An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 8.04 Acres, More or Less, of Real Property, Located In Section 29, Township 3 North, Range 23 West, From the Commercial High-Intensity District (C-2) 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 Councilmember Doug Capps and seconded by Councilmember Ryan Bullard to approve Ordinance 1960 on 1st 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.

8.3. Ord. 1961 - LDC Amendment

City Manager Tim Bolduc presented Ordinance 1961 - Land Development Code amendment to the City Council. He mentioned the purpose of the ordinance is to clarify timelines and address capacity, as we wanted an accurate representation for the review process. The amendment also addresses access, driveways, and the size of homes on lots.

He asked the City Clerk to read Ordinance 1961 by Title.

City Clerk Maryanne Schrader read Ordinance 1961 aloud: An Ordinance of the City of Crestview, Florida, Providing For the Amendment of Portions of Chapters Three, Five, Six, Seven, Eight, and Nine of the Land Development Code; 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.

Councilmember Ryan Bullard asked about the fencing on page 11, Section 5, and

City Manager T. Bolduc replied that the fencing is to protect materials during construction. As we revitalize areas, where crime is an issue, this will alleviate the issues we have at construction sites.

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

**Motion** was made by Councilmember Ryan Bullard and seconded by Councilmember Joe Blocker to approve Ordinance 1961 on 1st 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**

### **9.1. Public Hearing for Resolution 24-2 - FDEP SRF Adoption of the Wastewater Facility Plan for the State Road 85 Bypass Utilities**

City Manager Tim Bolduc presented Resolution 24-2 - FDEP SRF Adoption of the Wastewater Facility Plan for the State Road 85 Bypass Utilities Public Hearing to the City Council. The primary goal is to secure SRF funding to install the infrastructure along SR 85 Bypass Road to provide water and sewer service to the new school. He then asked the City Clerk to read Resolution 24-2 by title.

City Clerk Maryanne Schrader read Resolution 24-2 aloud: A Resolution of the City Council of the City of Crestview, Florida, Relating to the Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF), Adoption of the Wastewater Facility Plan for the Implementation of the State Road 85 Bypass Utilities and Regional Lift Station Project, Effective this Date.

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

**Motion** was made by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Doug Capps to adopt Resolution 24-2.

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

## **10. Action Items**

### **10.1. Rotary Park Playground Proposal**

City Manager Tim Bolduc presented the proposal for the Rotary Park playground and installation of playground equipment. He mentioned he asked Jayce to research a theme with special needs features, and Jayce was also able to negotiate a lesser total amount for the project. He added the Rotary Club has invested \$80,000.

Mayor JB Whitten called for comment from the Council.

Councilmember R. Bullard said it is an exciting project and appreciates the team effort.

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

**Motion** by Councilmember Doug Capps and seconded by Councilmember Ryan Bullard to approve the proposal from Rep Services, Inc. in the amount of \$290,353.53.

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

10.2. Preliminary Plat: Old Bethel Road Subdivision

City Manager Tim Bolduc presented the Old Bethel Road subdivision preliminary plat to the City Council.

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

**Motion** by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve the preliminary plat for Old Bethel Road Subdivision.

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

10.3. Montessori School Memorandum of Understanding

City Manager Tim Bolduc presented the Montessori School Memorandum of Understanding to the City Council. He mentioned this is the traffic study portion, adding we have worked hard to address the day care needs for the military.

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

**Motion** by Councilmember J. Blocker and seconded by Councilmember D. Capps to approve the Montessori MOU for the total amount of \$8,300.00 and send to the Mayor and the City Clerk for signature.

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

11. **City Clerk Report**

City Clerk Maryanne Schrader mentioned she did not have a report.

12. **City Manager Report**

12.1. Special Projects Update

City Manager Tim Bolduc asked Project Manager Jayce Vanderford forward to present an update on capital projects, as well as special projects.

Project Manager Jayce Vanderford said Wayne Steele and he have been working on several projects. He highlighted the fire training tower, 114 Main Street/CRA and

courtyard, gates on the golf course, shade sails at the skatepark and the dog park improvements. Additionally, they are working on State grants totaling \$1.9 million for funding for Twin Hills Park; the gym roof reseal, paint for the interior, adding office space; the Rotary Park playground; Brookmeade Park improvements, the Vineyard Village project mentioning a groundbreaking coming up in February, and the Main Street improvement project.

City Manager Tim Bolduc added that they met with the contractor in Andalusia and have cut \$1.5 million from the total project. City Attorney J. Holloway said he expects a draft early next week. City Manager Tim Bolduc added we will continue to negotiate the contract. He said they will come back to Council when we get to the budget number to return with funding options.

City Manager Tim Bolduc mentioned we continue to work on Vineyard Village to keep the cost down. Regarding the playground equipment, Jayce responded they are breaking ground, and hope to begin July or August on the Twin Hills side. City Manager Tim Bolduc then went over the phases of construction.

In response to Councilmember C. Brown on the Senior citizen Center update, Projects Manager J. Vanderford replied there will be improvements. City Manager Tim Bolduc said we will expand the parking lot, there is an uncovered area so the bathrooms will be remodeled, and the space completely covered. The space will have a cafeteria area where the concession used to be. Facilities maintenance is working on it and will handle the painting. Start time is about two months after a plan is set.

**13. Comments from the Mayor and Council**

Mayor JB Whitten called for comment from the Council. There was no further comment. Mayor Whitten reminded the City Council of the Martin Luther King parade that is scheduled for Saturday.

**14. Comments from the Audience**

Mayor JB Whitten called for comment from the public.

Shannon Hayes said he is looking for great things in the coming year and complimented the Council on the accomplishments of last year.

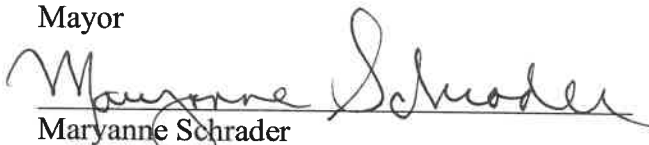
**15. Adjournment**

Mayor JB Whitten adjourned the meeting at 6:43 p.m.

Minutes approved this 22nd day of January 2024.

  
JB Whitten

Mayor

  
Maryanne Schrader

City Clerk

*Proper Notice having been duly given*

