

City Council Minutes
February 26, 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. Pastor Brian Walton of Community of Christ Church

The Invocation and Pledge of Allegiance was led by Pastor Brian Walton of Community of Christ Church.

3. Open Policy Making and Legislative Session

Mayor JB Whitten established that a quorum had been met and went over the rules and procedures of the meeting.

4. Approve Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Ryan Bullard and seconded by Councilmember Doug Capps 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 of Awards - John Hamilton, VFW

Mayor JB Whitten announced that John Hamilton, VFW, was presenting several awards. John Hamilton presented Law Enforcement Officer Donald Howe with a certificate and check.

John Hamilton then called Firefighter Ashton Lee forward and presented him with a certificate and check.

John Hamilton called the Teacher of the Year, Amy Bowden, forward and presented her with a certificate and check.

Mayor JB Whitten also presented Amy Bowden with a Certificate of Achievement.

5.2. Proclamation Declaring Awareness of Problem Gambling in the Month of March

Mayor JB Whitten declared March 2024 as Awareness of Problem Gambling month and read a proclamation.

6. Consent Agenda

Mayor JB Whitten called for action.

City Manager T. Bolduc stated that the fence repair at the Wastewater Treatment Plant came in higher at \$88,950 and asked that the agenda be amended to reflect the change.

Motion by Councilmember Joe Blocker and seconded by Councilmember Cynthia Brown to approve the Consent Agenda, as amended.

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 February 12, 2024

6.2. Approval of Gregg Chapel Agreement

6.3. Approval of Wastewater Treatment Plant Improvements

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1962 - Amending Board Terms and Regulations

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1962, amending Board Terms and Regulations, for the Planning and Development Board to the City Council and asked the City Clerk to read the ordinance by title.

City Clerk Maryanne Schrader read Ordinance 1962 aloud: An Ordinance Amending Planning and Development Board Term Provisions and Regulations; Providing for Amendment of Section 2-63 of the Code of Ordinances; Providing For Amendment of Section 3.01.02 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. 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 Ryan Bullard to approve Ordinance 1962 on 2nd reading for final adoption.

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

7.2. Ordinance 1963 - CRA Board Terms and Regulations

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1963, Community Redevelopment Agency Board Terms and Regulations, to the City Council and asked the City Clerk to read Ordinance 1963 by Title.

City Clerk Maryanne Schrader read Ordinance 1963 aloud: An Ordinance Amending Community Redevelopment Agency Term Provisions and Regulations; Providing For Amendment of Section 2-98 of the Code of Ordinances; 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. Mayor JB Whitten called for comment from the public. In hearing none, he called for action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Cynthia Brown to approve Ordinance 1963 on 2nd reading for final adoption.

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

- 7.3. Ordinance 1964 - Affordable Housing Advisory Committee Terms and Regulations
CDS Planning Administrator Nicholas Schwedt presented Ordinance 1964, Affordable Housing Advisory Committee terms and Regulations to the City Council and asked the City Clerk to read Ordinance 1964 by Title.

City Clerk Maryanne Schrader read Ordinance 1964 aloud: An Ordinance Amending Affordable Housing Advisory Committee Term Provisions and Regulations; Providing For Amendment of Section 32-18 of the Code of Ordinances; 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 Doug Capps and seconded by Councilmember Ryan Bullard to approve Ordinance 1964 on 2nd reading for final adoption.

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

8. Ordinances on First Reading

9. Resolutions

- 9.1. Resolution 24-3 - Annexation Moratorium Extension

CDS Planning Administrator Nicholas Schwedt presented Resolution 24-3, Annexation Moratorium Extension, to the City Council. He mentioned a geographic boundary was added within which the moratorium will be effective.

City Manager T. Bolduc said it will help us try to control the growth in the area.

We currently have shopping centers and subdivisions talking to us, so we want to focus on an area for us to focus on.

Councilmember D. Capps asked about going north on Airport and Old Bethel to service Hwy 85, and City Manager T. Bolduc said right now when those properties request service, we inform them that we cannot provide water, as Auburn Water services that area. We can waive the annexation fee north of there, but we have to make decisions on capacity now.

CDS Planning Administrator Nicholas Schwedt said the fee will not discourage large developments.

Discussion ensued on whether we should clearly define the boundaries, offer a waiver from those developments off of north 85, and the cost burden vs. the ad valorem.

Motion by Mayor Pro-Tem A. Rencich to amend the resolution to include all areas desiring annexation and to add the one year provision.

City Clerk Maryanne Schrader read Resolution 24-3 aloud: A Resolution of the City of Crestview, Florida, Amending the Comprehensive Fee Schedule, Providing For A Twelve-Month Waiver Period For the Collection of Annexation Application Fees; Providing For Severability; Providing For Repeal of All Resolutions or Parts of Resolutions In Conflict Herewith 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 Doug Capps to adopt Resolution 24-3, as amended with the removal of boundaries, and maintaining the one-year moratorium.

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

9.2. Resolution 24-4 Affordable Housing Advisory Committee Appointment

CDS Planning Administrator Nicholas Schwedt presented Resolution 24-4, Affordable Housing Advisory Committee Appointment, to the City Council. He said the appointees only have to meet once a year to analyze the procedures per statute. He added the committee will allow the necessary functions in statute to be completed, ensuring future availability of SHIP funds for affordable housing.

He then asked the City Clerk to read Resolution 24-4 by title.

City Clerk Maryanne Schrader read Resolution 24-4 aloud: A Resolution Appointing Members of the Affordable Housing Advisory Committee; Providing For Authority; 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 Ryan Bullard and seconded by Councilmember Joe Blocker to adopt Resolution 24-4.

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

10. Action Items

10.1. Water Tower Site on Old Bethel Road

City Manager Tim Bolduc mentioned Live Oak Fiber is requesting an easement for expansion in the Old Bethel Road area.

Motion Councilmember Cynthia Brown and seconded by Councilmember Joe Blocker to approve the Water Tower Site easement for Old Bethel Road.

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

10.2. Rayburn Street Apartments Traffic MOU

CDS Planning Administrator Nicholas Schwendt spoke on the Rayburn Street Apartments project. He mentioned a traffic study will be needed. In this specific case, the Memorandum of Understanding provides for the developer to participate in costs not to exceed the total amount of \$3,800.00.

City Manager T. Bolduc added that he contacted the County regarding a joint mobility fee study and determined it may make sense for us to pay for our own study based on timeliness.

Motion by Councilmember Doug Capps and seconded by Councilmember Joe Blocker to approve the Memorandum of Understanding and have the Mayor and the City Clerk sign the MOU.

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

10.3. Approval to Spend Forfeiture Funds

City Manager T. Bolduc said this particular account requires Council approval before expenditure of forfeiture funds. It will return funds back to the account from the event we just held.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Ryan Bullard to approve the expenditure of funds.

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

10.4. Purchase of additional Cartegraph domains

Administrative Services Director Jessica Leavins went over the history of the software and stated that additional modules are needed for Parks, Facilities, and the

Wastewater Treatment Plant. She added we will have better data, as data will be able to be shared among several departments.

Motion by Councilmember Doug Capps and seconded by Councilmember Cynthia Brown to approve the purchase and the Mayor to sign the contract with OpenGov.

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

10.5. RAM Program that Offers Free Medical, Dental, and Optical Care

Mayor JB Whitten introduced a remote medical care program that offers free dental, eye exams, and shots. He said Mr. Mitchell has been participating it.

Edward Mitchell said a letter from the mayor will help demonstrate our financial support for the project.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve Mayor Whitten writing a letter of invitation to the City to demonstrate that the City Council supports the RAM program.

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

11. City Clerk Report – No report.

12. City Manager Report

12.1. Form 6 Litigation Update

City Attorney Jonathan Holloway provided an update on the litigation for the Form 6 challenge regarding the passage of legislation. The cost to the city would be \$10,000 minimum, and if Council approved joining in the lawsuit, he would bring a resolution to the next meeting.

Mayor JB Whitten called for comment from the Council.

Discussion ensued on Form 6 and the City Council agreed that it is not a wise investment of funds. They also agreed that the volunteer Boards should not have to complete Form 6.

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

There was no motion, so the item failed to move forward.

12.2. Financial Update - Finance Director

Finance Director Gina Toussaint stated the staff report contained links for the November and December Monthly Financial Statements, First Quarter Pooled Cash Carryforward, as well as the January Check Register.

12.3. Monthly Department Report - Community Development Services

CDS Director Barry Henderson presented an overview of the Community Development Services and mentioned supporting Animal services with safe structures and a new facility. He added his department is working on the grants program. He went over the implementation of MGO in the building, permits and inspections division. They have also provided training programs. He went over improvements with the BTR fees by initiating a flat fee. He went over the annexations and development orders, including both commercial and residential. He mentioned that the planning and zoning staff have taken over the planning processes related to the CDBG and SHIP programs. He mentioned collaborating with the consultants to update the Comprehensive Plan. They continue to work with Eglin Air Force Base to locate a Child Development Center in the city, as well as partnering on housing and transportation needs.

13. Comments from the Mayor and Council

Mayor JB Whitten called for comment from the Council.

Councilmember D. Capps announced an event at Allen Park for schools regarding free and reduced lunch programs. He passed out a flyer regarding the event stating the schools are asking for Council support for their programs.

Councilmember R. Bullard asked about the Twin Hills park and maintenance issues, and City Manager T. Bolduc explained the maintenance on the bathrooms are being done adding wherever they are working that portion will be closed off.

Councilmember J. Blocker said everything is on track and working well.

Mayor Pro-Tem A. Rencich mentioned he would like a review of the ordinance regarding a need for a permit to work on Saturday. He also mentioned the need for a Town Hall in the near future. In response, City Manager T. Bolduc said that during construction on Redstone, the staff's perspective was to review the ordinance for a six-day workweek. Currently, we have accommodated business, but we will recommend that the ordinance be reviewed to add Saturday. He added Sunday would be a waiver depending on location. He added staff is working on setting up a Town Hall.

Mayor JB Whitten said we have had a successful sale of books with Friends of the Library. He added the groundbreaking for Twin Hills Park was held last Monday, as well as the groundbreaking on Vineyard Village today which had a good turnout. He also announced that the Okaloosa County Health Improvement Award from the County Health Department was presented to Chance and Peyton for the work they had done. He said the Community Walk was successful and thanked Chief McCosker. He mentioned Triple B is on March 23rd.

14. Comments from the Audience

Mayor JB Whitten called for comment from the public.

Shannon Hayes congratulated Tim Bolduc on the direction of the city. He said 99% of the people he has spoken to are from other areas and came for the location. He said we have

30,000 people unofficially and are exceeding the 2.9% growth rate. He added we still need more information on local events.

Cynthia West mentioned the need for a YMCA and asked about access to a facility. City Manager T. Bolduc said we are planning to hire a company to provide a survey for an indoor facility. However, the project is about four to five years out.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 7:12 p.m.

Minutes approved this 11th day of March 2024.



JB Whitten
Mayor



Maryanne Schrader Girard
City Clerk
Proper Notice having been duly given

