

City Council Minutes
April 22, 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 Doug Capps. Council members: Andrew Rencich, Cynthia Brown, Joe Blocker, and Ryan Bullard. Also present: City Manager Tim Bolduc, City Clerk Maryanne Girard, City Attorney Jonathan Holloway, and various staff members.

2. Invocation, Pledge of Allegiance

2.1. Grace Nuffer, Director of Prayer Ministry for Crosspoint Church

The Invocation and Pledge of Allegiance was led by Grace Nuffer, Director of Prayer Ministry for Crosspoint Church South.

3. Open Policy Making and Legislative Session

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

4. Approve Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Ryan Bullard and seconded by Councilmember Joe Blocker 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. Reverend Cecil Williams - Crestview Housing Authority Update

The Reverend Cecil Williams gave an update of the Crestview Housing Authority (CHA) to the City Council.

He mentioned the vouchers that they distribute that supports 400 individuals under their purview. He mentioned community outreach and relationship with the police department. The (CHA) supplies two childcare centers in the housing area. He is recruiting the Salvation Army to come to Crestview by providing a building. The CHA is also pursuing annexing property into Crestview. He hopes to get property on Long Street, as well.

The Council applauded his efforts and Mayor JB Whitten said the Housing Authority works under HUD, but he appreciates the partnership.

5.2. Proclamation Declaring May 5 - May 11, 2024 as Municipal Clerks Week

Mayor JB Whitten read a proclamation declaring May 5 - May 11, 2024 as Municipal Clerk's Week and presented it to Maryanne Girard, City Clerk and Natasha Peacock, Deputy City Clerk.

6. Consent Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Doug Capps and seconded by Councilmember Joe Blocker 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. Memorandum of Understanding - Electronic Licensing Vehicle Information System (ELVIS)

6.2. Approval of City Council Regular Meeting Minutes of April 8, 2024

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1967 Comprehensive Fee Schedule Amendment (Parks & Recreation)
City Manager T. Bolduc presented Ordinance 1967, Comprehensive Fee Schedule Amendment (Parks and Recreation) to the City Council. He mentioned the family pricing and discussion ensued about how funds are spent. He mentioned that 894 students are playing ball this season, which costs the city over \$69,000 to run. The deficit to run is \$3,500 after sponsorships. He mentioned how the funds are utilized. He went over the maintenance and the software update, as well. He then asked the City Clerk to read the ordinance by title.

City Clerk Maryanne Girard read Ordinance 1967: An Ordinance of the City of Crestview, Florida, Providing For An Amendment Updating the Parks and Recreation Section of the Comprehensive Fee Schedule; Providing For Filing of This Ordinance With the Clerk of the Circuit Court of Okaloosa County; 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 explained if Brady had not been proactive in getting sponsorships, the deficit would be greater. City Manager T. Bolduc said our teams are getting jerseys, and Brady has assured him the fields will be game time ready next year.

Councilmember R. Bullard asked about the cost for the officials and umpires, and City Manager T. Bolduc replied that it is a challenge to get officials, so we will keep the contract for now. However, law enforcement wants to be engaged, we hope to raise funds through the Police Athletic Association to assist.

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

Motion by Councilmember Andrew Rencich and seconded by Councilmember Ryan

Bullard to approve Ordinance 1967 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 – Nothing brought forward.

9. Resolutions

9.1. Resolution 24-5, State of Florida Division of Emergency Management Mutual Aid Agreement Renewal

City Manager T. Bolduc introduced Resolution 24-5, State of Florida Division of Emergency Management Mutual Aid renewal and asked the City Clerk to read Resolution 24-5 by title.

City Clerk M. Girard read Resolution 24-5 aloud: A Resolution of the City Council of the City of Crestview, Florida, Adopting A Statewide Mutual Aid Agreement With the State of Florida Division of Emergency Management; Authorizing Execution; 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 R. Bullard and seconded by Councilmember C. Brown to approve Resolution 24-5.

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

10. Action Items

10.1. Selection of Construction Total Project Management

City Manager T. Bolduc said this proposal was to select a total project management company to manage our large projects, as subject matter experts were needed to assist us. He explained the process announcing that three proposals were received from Ajax Building Company, Jacobs/Titan Technologies, and CPWG Contractors. After review by the committee, on April 15, 2024, Ajax Construction and Jacobs Engineering presented their proposal to the selection committee. The selection committee consisted of our Mayor, Planning Administrator, Comptroller, Project Manager, Logistics Manager, and a representative of the Police Department. He mentioned that Ajax was selected by the committee and asked for the approval to negotiate a contract along with the city attorney. He mentioned Ajax will assist on the budget process and start on preliminary numbers for the capital projects.

Mayor JB Whitten said the proposals were competitive.

Motion by Mayor Pro-Tem Doug Capps and seconded by Councilmember Ryan Bullard to approve the selection of Ajax for the TPM project and approval of the city

manager to negotiate a contract along with the city attorney.

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. Financial Update - Finance Director

Finance Director Gina Toussaint provided information for the February disbursements, as well as the March disbursements mentioning the links were in the staff report.

City Manager T. Bolduc updated the Council on the Main Street improvements stating the contractor is doing a great job and has accommodated the restaurants. He went over the netting to protect the house near the golf course stating the poles will be delivered and the contractor will install the netting. The trampoline will be removed from the fairway, as it is located on the golf course property.

He announced that Chief Tony Holland is retiring after the first of the year. He added that Assistant Chief Sidley is also retiring at the same time. Two internal applicants, Battalion Chief Vargason and Battalion Chief Mason interviewed and will move to two deputy chief positions. In January, Deputy Chief Vargason will move into the Chief position. City Manager T. Bolduc voiced his appreciation of Chief Holland in assisting in the transition.

City Manager T. Bolduc updated on the Public Works department, stating that Carlos Jones has filled in as the Interim Director and will serve as the director. He will help set us up for the future.

He stated the public workshop for the budget is coming up, so we have discussions on infrastructure, as our population is at 28,500 and growing. This meeting we will discuss where we want to focus. We have a goal to lower the millage rate, add road projects, wastewater improvements, reorganization in fire department, and adding a construction crew in Public Services.

A Town Hall was scheduled for May 14th, but we are moving it to May 21st because of a conflict. Councilmember R. Bullard said he wanted to clarify that he wants to attend but not participate.

13. Comments from the Mayor and Council

Mayor JB Whitten called for comment from the Council.

Councilmember C. Brown said the Historic Board is hosting the Night at the Museum this Friday and the funds will support the Board. She mentioned that Passover starts tomorrow and asked for prayers.

City Manager T. Bolduc said the “Keep Crestview Beautiful” project is tomorrow and staff volunteers will assist those who are unable to do the clean ups adding a cookout is scheduled afterward.

In response to Councilmember Joe Blocker, City Manager T. Bolduc replied that the personalized bricks on Main Street will be collected, and they will be returned as close as the same location. He added that one of the vendors is blocking the alleyway and has been warned.

Mayor Pro-Tem D. Capps stated he is happy about the succession plans in the fire department and that we are moving with the total project management, as well.

Mayor JB Whitten mentioned the coalition with community groups, and he complimented Jessica and Chance Leavins on organizing the partnership. He mentioned the National Day of Prayer will be held May 2nd at 6 p.m. at the Courthouse Gazebo. He added the International Festival is scheduled along with the Main Street Association on Wilson Street on May 11th starting at 2 p.m. He stated that on May 3rd a ribbon cutting will be held at the Texas Roadhouse and on May 6th, they will be open for business.

14. Comments from the Audience

Mayor JB Whitten called for comment from the public. No one came forward.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 6:56 p.m.

Minutes approved this 10th day of May 2024.


JB Whitten

Mayor


Maryanne Girard

City Clerk

Proper Notice having been duly given

