

City Council Minutes
June 10, 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 Pro-Tem Doug Capps. Council members present: Andrew Rencich, Cynthia Brown, and Joe Blocker. Also present: City Manager Tim Bolduc, City Clerk Maryanne Girard, City Attorney Jonathan Holloway, and various staff members. Mayor JB Whitten and Councilmember Ryan Bullard were excused.

2. Invocation, Pledge of Allegiance

2.1. Pastor Edward Parker of First Church of God in Christ

The Invocation was delivered by Pastor Edward Parker of First Church of God in Christ, and Councilmember Andrew Rencich led the Pledge of Allegiance.

3. Open Policy Making and Legislative Session

4. Approve Agenda

Mayor Pro-Tem Doug Capps called for action.

Motion by Councilmember 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. All ayes. Motion carried.

5. Presentations and Reports

6. Consent Agenda

Mayor Pro-Tem Doug Capps called for action.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Andrew Rencich to approve the Consent agenda, as presented.

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

6.1. Approved MOU List

6.2. Approval of City Council Special Budget Meeting Minutes of May 1, 2024

6.3. Approval of City Council Regular Meeting Minutes of May 13, 2024

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1968, Price-Gregory Way Comprehensive Plan Amendment

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1968, Price-Gregory Way Comprehensive Plan Amendment, to the City Council and went over the details of the second reading stating the property is currently vacant. He

mentioned the property is currently located inside the city limits of Crestview with a future land use and zoning designation of Commercial and Commercial High-Intensity District. He stated the details are in the staff report and asked the City Clerk to read Ordinance 1968 by title.

City Clerk Maryanne Girard read Ordinance 1968 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 Commercial (C) to Mixed-Use (MU) on Approximately 41.1 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 Pro-Tem Doug Capps called for comment from the Council. In hearing none, he called for action. He called a Point of Order regarding the public hearing requirement. He then called for comments from the public. In hearing none, he called for action.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Joe Blocker to approve Ordinance 1968, Price-Gregory Way Comprehensive Plan Amendment, on 2nd reading for final adoption.
Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Doug Capps. All ayes. Motion carried.

7.2. Ordinance 1969, Price-Gregory Way Rezoning

City Attorney Jonathan Holloway swore in all participants for the quasi-judicial segments of the meeting.

CDS Planning Administrator N. Schwendt presented Ordinance 1969, Price-Gregory Way Rezoning on second reading, to the City Council and requested that the staff report be entered into the record. He then asked the City Clerk to read Ordinance 1969, Price-Gregory Way Rezoning by title.

BACKGROUND: On March 4, 2024, staff received an application to amend the comprehensive plan and zoning designations for property located on Price-Gregory Way. The subject property is currently located inside the city limits of Crestview with a future land use and zoning designation of Commercial (C) and Commercial High-Intensity District (C-2), respectively. The application requests the Mixed-Use (MU) zoning designation for the property. The Planning and Development Board recommended approval of the request on May 6, 2024. The City Council approved Ordinance 1969 at first reading on May 13, 2024. **DISCUSSION:** The property description is as follows: Property Owner: Crestview Crossing Power Center LLC; Ft. Walton Beach, FL 32548. Parcel ID: A portion of 29-3N-23-0000-0025-0160; Site Size: 41.1 acres; Current FLU: Commercial (C)
Current Zoning: Commercial High-Intensity District (C-2); Current Land Use:

Vacant. The following table provides the surrounding land use designations, zoning districts, and existing uses. Direction: North; FLU: Commercial (C); Zoning: Commercial High-Intensity; District (C-2); Existing Use; Vacant. Direction: East; FLU: Commercial (C); Zoning: Commercial High-Intensity District (C-2); Existing Use: Commercial; Direction: South; FLU: Commercial (C); Zoning: Commercial High-Intensity District (C-2) & Commercial Low-Intensity District (C-1); Existing Use: Commercial; Direction: West; FLU: Commercial (C); Zoning: Commercial High-Intensity District (C-2); Existing Use: Vacant. The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property could be developed for residential or low-intensity commercial use. Staff reviewed the request for rezoning and finds the following:

- The proposed zoning is consistent with the proposed future land use designation.
- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.
- The requested use is not substantially more or less intense than allowable development on adjacent parcels. Courtesy notices were mailed to property owners within 300 feet of the subject property on April 15, 2024. The property was posted on April 23, 2024. An advertisement ran in the Crestview News Bulletin on April 18, 2024.

City Clerk Maryanne Girard read the Ordinance by Title: An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 41.1 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 Pro-Tem D. Capps called for comments from the Council and from the public. In hearing none, he called for action.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Joe Blocker to approve Ordinance 1969, Price-Gregory Way Rezoning, on 2nd reading for final adoption.

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

8. Ordinances on First Reading

8.1. Ordinance 1970 - 1126 N. Ferdon Annexation

CDS Planning Administrator N. Schwendt presented mentioned 1126 (Teacher's Credit Union) on first reading Ordinance 1970, 1126 N. Ferdon Boulevard Annexation to the City Council. He went over the details of the annexation stating this annexation involves all three ordinances. The property is developed commercially, adding the information is included in the staff report. He asked the

City Clerk to read Ordinance 1970 by title.

City Clerk Maryanne Girard read Ordinance 1970 by Title: An Ordinance Annexing to the City of Crestview, Florida, ± 2.49 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 Pro-Tem D. Capps called for comment from the Council and from the public. In hearing none, he called for action.

Motion made by Councilmember Andrew Rencich and seconded by Councilmember Cynthia Brown to approve Ordinance 1970 on 1st reading and move to second reading for final adoption.

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

8.2. Ordinance 1971 - 1126 N. Ferdon Comprehensive Plan Amendment

CDS Planning Administrator N. Schwendt presented Ordinance 1971, 1126 N. Ferdon Boulevard Comprehensive Plan Amendment for first reading to the City Council. He then asked the City Clerk to read Ordinance 1971 by title.

City Clerk Maryanne Girard read Ordinance 1971 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 2.49 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 Pro-Tem D. Capps called for comment from the Council and from the public. In hearing none, he called for action.

Motion made by Councilmember Andrew Rencich and seconded by Councilmember Cynthia Brown to approve Ordinance 1971, on 1st reading and move to second reading for final adoption.

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

8.3. Ordinance 1972 - 1126 N. Ferdon Rezoning

CDS Planning Administrator N. Schwendt presented Ordinance 1972, 1126 N. Ferdon Boulevard Rezoning for first reading and asked the City Clerk to read Ordinance 1972 by title.

City Clerk Maryanne Girard read Ordinance 1972 by Title: An Ordinance of the City of Crestview, Florida, Providing for the Rezoning of 2.49 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 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 Pro-Tem D. Capps called for comment from the Council and from the public. In hearing none, he called for action.

Motion made by Councilmember Cynthia Brown and seconded by Councilmember Andrew Rencich to approve Ordinance 1972, 1126 N. Ferdon Boulevard Rezoning on 1st reading and move to second reading for final adoption.

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

9. **Resolutions**

10. **Action Items**

10.1. Whitaker Tower Contract Renewal

City Manager Tim Bolduc mentioned this is the contract extension for the radios. We are moving to a County solution.

In response to Councilmember A. Rencich, City Attorney Jonathan Holloway explained the sublease is only needed through December and then we will move it to the county.

Mayor Pro-tem D. Capps called for action.

Motion made by Councilmember Cynthia Brown and seconded by Councilmember Andrew Rencich to approve the renewal of the Lease Agreement with Whitaker Communications Company.

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

10.2. Foxwood Low Pressure Sewer Additional Work

City Manager Tim Bolduc said this is an amendment to our current contract. We received money from the State and have extended the option to connect with savings

for the residents. This will allow us to create a funding source if the residents connect while we are working with the contractor. The cost is significantly reduced for the homeowner to \$3,140.

Discussion ensued on arranging a meeting to explain how the residents can sign on.

City Manager T. Bolduc explained we need fifty percent of the residents to connect to get the system to work. We are unable to provide payment plans.

Mayor Pro-tem D. Capps called for action.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Cynthia Brown to approve this change order for the connection of residents that register for septic to sewer conversion.

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

10.3. Long Drive Property Sale to Crestview Housing Development Corporation

City Manager Tim Bolduc said we received a request from Crestview Housing Development Corporation to purchase the property at 535 Long Drive for a low to moderate housing project. He mentioned this is a good partnership project. He explained we initially purchased 535 Long to build the Public Service Facility in 2019. We agreed that our Public Works facility should not be in the middle of residential area. He explained the \$200,000 will be set aside for the future.

Discussion ensued and the Council concurred this project is a good fit for the area. City Manager T. Bolduc stated this is a Housing Authority project, so they will go into design right away, however, Mr. Williams thinks it may be two years.

Mayor Pro-tem D. Capps called for action.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Joe Blocker to approve the sale of the property located at 535 Long Drive to the Crestview Housing Development Corporation and direct staff to execute the sale for \$200,000.

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

10.4. Twin Hills Pickle Ball Court Upgrades

Parks and Recreation Director Brady Peters explained there are significant cracks in the courts at Twin Hills. The company they are consulting recommended that the asphalt needed to be replaced and the lime rock base needed to be patched or the problems would reoccur. He went over the quotes included in the staff report. The company said it will take about two to three months to complete. The tennis court will be replaced with pickle ball courts. The total project is \$172,538.

Discussion ensued on the importance of the warranty from a dedicated vendor.

Parks and Recreation Director Brady Peters stated it would be about a five-year warranty, and it would be about two to three months to completion from the date of the contract.

Mayor Pro-tem D. Capps called for action.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Joe Blocker to waive the purchasing policy and direct staff to contract for the reconstruction of the pickleball courts at Twin Hills Park.

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

10.5. Selection of Construction WWTP Management Vendor

City Manager Tim Bolduc said we received two proposals, and the selection committee reviewed the proposals and following the presentation, selected Jacobs.

Mayor Pro-tem D. Capps called for action.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Cynthia Brown to award the WWTP Project Management contract to Jacobs.

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

11. City Clerk Report

11.1. Monthly Update

City Clerk Maryanne Girard mentioned the information is included in the staff report.

12. City Manager Report

12.1. Building Code Enforcement Department Report (ISO BCEGS)

Building Official Ronnie Raybon presented the ISO report. He went over the scores for 2021 and 2024 stating we received a six-point increase. He said the commercial side showed an increase with the best numbers that the City of Crestview ever received.

In response to City Manager T. Bolduc, Building Official Ronnie Raybon replied if more jurisdictions receive good grades, the insurance may be lowered. From the day-to-day operations, it is a great way to see how you are doing on the technical side.

In response to Councilmember A. Rencich regarding the software, Building Official Ronnie Raybon stated that we meet statutory requirements for training but they graded us on 90 hours, so in order to get all the percentage points, you would have to be in class more than on the job. Based on the way they grade and how inspectors perform their job, it does not correlate.

Councilmember C. Brown commented that she is amazed of how good our employees are behind the scenes.

City Manager T. Bolduc said Ronnie is by far the best building inspector he has worked with. He added Ronnie is making sure we are getting people certified. He added it is impressive with what he has done with the department.

12.2. Department Update

Public Services Director Carlos Jones provided the Public Services report. He recognized some of his staff members who were in attendance, stating the success is because of his 61 employees who do a fantastic job. He mentioned we have joined the American Public Services Association and plan to get certified. He said at the end of PS Week, we had a softball tournament and have registered fifteen players for our adult league team named "Bat Attitude". He distributed a list of the projects the department is working on. He hopes to go live next month with the CMMS software.

On May 10th, we had a storm and have been working long hours to clean up the debris which is 85 to 90% complete. The central west part of Crestview and Richburg school area is where we are concentrating now. We have teamed up with Adams Sanitation and have picked up over 10,000 yards. He said the Foxwood septic-to-sewer will soon begin and they will pass out the sign-up by next week. We are working on where our utility lines are buried with the Special Projects team. He added he plans to send the Council a report once a month.

In response to Councilmember A. Rencich about the fence that came down, PS Director C. Jones said a privacy fence will be erected. He added we sustained quite a bit of damage at the facility.

City Manager T. Bolduc reported that the Benjamin Project is going out for bid soon and mentioned the sewer gravity and the bypass water and sewer projects. He said Carlos has been able to reunite the city with the department. He mentioned that Kyle, our assistant engineer, reviews all the plans.

In other projects, City Manager T. Bolduc, he mentioned the Main Street project is coming along. We are working on a connector road from Duggan to Redstone and also looking at commercial developments along Hwy 85.

13. Comments from the Mayor and Council

Mayor Pro-Tem Capps asked the City Council for comment.

Councilmember Joe Blocker asked about the development on Shoal River Ranch, and City Manager T. Bolduc said the County is moving along on the project. He will ask Mr. Boyles to brief the Council.

Mayor Pro-Tem D. Capps said he went over to the Carver Hill Memorial Society stating that five seniors received scholarships. He mentioned Dinner at Dad's fish fry is on Saturday stating the dinners will be sold starting at 11 a.m. at the Church of the Nazarene.

The Juneteenth celebration is on the 19th at the Community Center from 10 to 6 p.m.

14. Comments from the Audience

Mayor Pro-Tem Capps asked the public for comment.

Norissa Jenkins, founder of Healing Hoof Steps, announced that they had 154 participants for the second Hub City Pickleball Derby at Twin Hills Park stating last year they had 109. Next year, they will host the derby from May 25 – 27th.

Cynthia West, substance abuse counselor, went over the drug increases in the population. She said the greatest need is in the Crestview area. She is concerned about pregnant women that are using the drugs. She said we need a presence in Crestview to increase our resources.

Shannon Hayes mentioned on Juneteenth they have 58 vendors along with food vendors, games for kids, a choir, the drum line, and jazz band, and it will be at the Community Center. The true history will also be displayed.

Merrita Bristow stated the middle school program honoring Dr. Naomi Barnes is scheduled for July 29th – August 1st held at 895 McClelland Street and asked that the fee be waived for the summer School program.

City Manager T. Bolduc suggested that we waive the fee as Dr. Barnes was a supporter of the community and the City Council approved the waiving of the fee by consensus. In response to City Manager T. Bolduc question about lunches, she replied that Chick Fil-A will cater stating the event is 10 to 4 serving the first 20 kids. City Manager T. Bolduc said we would typically partner with Dr. Barnes and offered support.

15. Adjournment

Mayor Pro-Tem Capps adjourned the meeting at 7:04 p.m.

Minutes approved this 24th day of June 2024.



Doug Capps
Mayor Pro-Tem



Maryanne Girard
City Clerk
Proper Notice having been duly given

