

City Council Minutes
June 24, 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. Councilmembers 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 Drew Brassfield of Destiny Worship Center

The Invocation was led by Pastor Drew Brassfield of Destiny Worship Center, and the Pledge of Allegiance was led by Councilmember Cynthia Brown.

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

5.1. Recognition of the City of Niceville

City Manager Tim Bolduc stated on May 10th, the city suffered damage from the storm. We had significant straight-line winds. The City of Niceville was the first of our neighbors to offer to assist with our post-storm clean up. Niceville City Manager David Deitch, Public Works Director Jonathan Laird, and a couple of their staff came forward.

City Manager Tim Bolduc stated they were on the scene bringing equipment and worked with the City of Crestview crews for several hours, clearing roads to help ensure the safety of our citizens and speeding up the recovery process. He thanked them for their assistance and presented a Certificate of Appreciation.

6. Consent Agenda

Mayor Pro-Tem Doug Capps called for action.

Councilmember A. Rencich requested that Item #2 be removed from the Consent Agenda.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Cynthia

Brown to approve the Consent agenda, as amended.

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

6.1. Approval of City Council Regular Meeting Minutes of June 10, 2024

6.2. MOU - Harrisburg Phase II, III, and IV

Mayor Pro-tem D. Capps abstained from the vote.

City Manager T. Bolduc said it was appropriate for Mayor Pro-Tem Capps to abstain, as he had abstained when the item was brought before the City Council initially.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Joe Blocker to approve the Memorandum of Understanding.

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

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1970 - 1126 N. Ferdon Annexation

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1970, 1126 N. Ferdon Boulevard on Second Reading to the City Council. He explained it is the property described as Teacher's Credit Union. Nothing has changed from the first reading.

He then 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 Doug Capps called for comment 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 adopt Ordinance 1970 on 2nd reading.

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

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

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1971, 1126 N. Ferdon Comprehensive Plan Amendment on Second Reading to the City Council. He mentioned the land use request is to change to commercial.

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 Doug Capps called for comment from the Council and from the public. In hearing none, he called for action.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Joe Blocker to adopt Ordinance 1971 on 2nd reading.

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

7.3. Ordinance 1972 - 1126 N. Ferdon Rezoning

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

CDS Planning Administrator Nicholas Schwendt presented Ordinance 1972, 1126 N. Ferdon Rezoning on Second Reading to the City Council.

CDS Planning Administrator Nicholas Schwendt asked that the staff report be entered into the record. **BACKGROUND:** On May 1, 2024 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 1126 N Ferdon Blvd. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Mixed Use. The application requests the Commercial Low-Intensity District (C-1) zoning designation for the property. The Planning and Development Board recommended approval of the request on June 3, 2024, and the first reading was approved by the City Council on June 10, 2024. **DISCUSSION:** The property description is as follows: Property Owner: Okaloosa County Teachers Federal Credit Union; Crestview, FL 32539. Parcel ID: 04-3N-23-1840-0004-0030 Site Size: 2.49 acres; Current FLU: Okaloosa County Mixed Use; Current Zoning: Okaloosa County Mixed Use; Current Land Use: Commercial. The following table provides the surrounding land use designations, zoning districts, and existing uses. Direction: North; FLU: Commercial; (C) Zoning: Commercial Low-Intensity District

(C-1); Existing Use: Vacant. Direction: East; FLU: Okaloosa County Mixed Use; Zoning: Okaloosa County Mixed Use; Existing Use: Commercial. Direction: South; FLU: Okaloosa County Mixed Use; Zoning: Okaloosa County Mixed Use; Existing Use: Commercial. Direction: West; FLU: Mixed Use (MU); Zoning: Mixed Use (MU); Existing Use: Residential & Commercial. The subject property is currently developed for commercial use and a development application has not been submitted. Based on the requested land-use and zoning designations, the property use will continue as commercial. 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 May 13, 2024. A letter was sent via certified mail to the Okaloosa Board of County Commissioners on May 22, 2024. The property was posted on May 21, 2024. An advertisement ran in the Crestview News Bulletin on May 23 & 30, 2024.

He then 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 Doug Capps called for comment from the Council and from the public. In hearing none, he called for action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Andrew Rencich to adopt Ordinance 1972 on 2nd reading.

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

8. Ordinances on First Reading

9. Resolutions

9.1. Resolution 2024-7, Budget Amendment for FY24

Financial Management Analyst Wendy Tarpley presented Resolution 2024-7, Budget Amendment FY24 to the City Council and asked the City Clerk to read Resolution 2024-7 by title.

City Clerk Maryanne Girard read Resolution 2024-7 by title: A Resolution of the City of Crestview, Florida, Amending the Budget to More Accurately Reflect Revenues and Appropriations. The Amendments are the Result of Various Prior Year Projects Not Completed In FY2023 Therefore Carrying Forward to FY2024 and Providing for an Effective Date.

Mayor Pro-Tem Doug Capps called for action.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Cynthia Brown to adopt Resolution 2024-7.

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

10. Action Items

10.1. Fencing Services for Facilities and Special Projects

City Manager T. Bolduc went over the three bids received on June 18th for the Fencing Services for Facilities and Special projects. He said the city maintains fencing across several facilities. Each of the companies have different services they provide at a different rate. On June 18, 2024, the City received and opened three bids from Harris Fence Installation Inc., Mr. Fence of Florida Inc., and Northwest Florida Fence LLC. These bids were reviewed by a selection committee on June 20, 2024. The committee unanimously agreed that contracting all three companies would provide the City with multiple options for fencing services, enhancing flexibility, and ensuring timely project completion.

Discussion ensued on the flexibility of contracting with all three companies and adhering to the purchasing policy requirements for bidding.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Joe Blocker to approve the terms of the contract with all three contractors.

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

10.2. Request to Spend Forfeiture Funds

Chief of Police Stephen McCosker explained they have worked with the county Drug Force officers, and the requirement that funds need to be spent within certain funds. The department chose the Crestview Police Foundation and have opened the program back up to the public. This program also handles the Toy Drive under "Cops for Kids", and the "Blue Santa" events. The Crestview Police Foundation wishes to partner with the Parks and Recreation program and utilize \$5,000 from the funds. They hope to start in September. He also plans to partner with a public school and provide a youth skills camp. The long-term goal is to get police officers to participate to provide coaching and mentoring.

The City Council voiced their support.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Andrew Rencich to approve the expenditure of \$5,000 of the forfeiture funds. Roll Call: Ayes: Joe Blocker, Cynthia Brown, Andrew Rencich, Doug Capps. All ayes. Motion carried.

Chief S. McCosker mentioned the police department is partnering with the American Legion for the poker run which will benefit the toy program.

Mayor Pro-Tem D. Capps congratulated the Chief on the recent accreditation. Chief S. McCosker said the certificate was received last Thursday.

10.3. Designation of Delegates for the 2024 FLC Annual Conference

City Manager Tim Bolduc requested that the City Council approve the designation of Mayor JB Whitten to serve as the Delegate for the City of Crestview for the 2024 Florida League of Cities Annual Conference in Hollywood in August during the Annual Business Session.

Mayor Pro Tem Doug Capps called called for action.

Motion by Councilmember Andrew Rencich and seconded by Councilmember Cynthia Brown to approve Mayor JB Whitten as the delegate for the Annual Conference.

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

11. City Clerk Report

12. City Manager Report

12.1. Financial Update - Finance Director

Finance Director Gina Toussaint presented the financial update to the City Council stating the links are available in the staff report. She mentioned that \$13 million is included in unrestricted funds.

City Manager Tim Bolduc mentioned the ribbon cutting for the Splash Pad is this Thursday. The first block of Main Street is now open. We are continuing to work with the TPM vendor, so we should be entering into the contract shortly.

He mentioned he went to see the accreditation ceremony adding we have made policy changes, and when we hired Chief McCosker, the accreditation was one of the things we wanted to do. There were many programs that the City of Crestview was recognized with no panel recommendations.

13. Comments from the Mayor and Council

Mayor Pro Tem Doug Capps called for comment from the Council.

Councilmember A. Rencich said the election season is upon us and a forum for the

candidates is scheduled this Thursday at 5:30 p.m. at the Ft. Walton Beach Auditorium. It will be aired on Emerald Coast TV.com.

Mayor Pro-Tem D. Capps invited everyone to the July 4th event at the Twin Hills Park from 5 to 9 p.m.

14. Comments from the Audience

Mayor Pro Tem Doug Capps called for comment from the public.

Angela Sparks spoke on the storm debris not being picked up by Adams. She is concerned, and City Manager Tim Bolduc requested she provide her address after the meeting, as the deadline had passed.

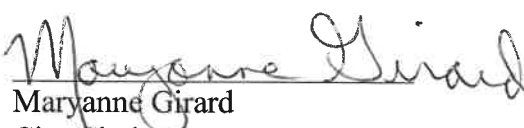
15. Adjournment

In hearing none, Mayor Pro Tem Doug Capps adjourned the meeting at 6:39 p.m.

Minutes approved this 12th day of August 2024.



Doug Capps, Mayor Pro-Tem



Maryanne Girard
City Clerk
Proper Notice having been duly given



FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME CAPPS DOUGLAS ALAN	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CRESTVIEW CITY COUNCIL
MAILING ADDRESS 720 RIDGE LAKE RD	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY
CITY COUNTY CRESTVIEW OKALOOSA	NAME OF POLITICAL SUBDIVISION: PRECINCT 3
DATE ON WHICH VOTE OCCURRED 6/21/24	MY POSITION IS: ☒ ELECTIVE ☐ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)