CITY of CRESTVIEW

CITY COUNCIL

CITY COUNCIL REGULAR MEETING AGENDA
FEBRUARY 10, 2025
6:00 P.M.
COUNCIL CHAMBERS

The Public is invited to view our meetings on the City of Crestview Live stream at https://www.cityofcrestview.org or the City of Crestview Facebook Page.

1. Call to Order

2. Invocation, Pledge of Allegiance

Pastor Edward Parker of First Church of God in Christ

3. Open Policy Making and Legislative Session

4. Approve Agenda

5. Presentations and Reports

5.1. Friends of the Library Update

5.2. Spanish Trail Cruisers Car Show

6. Consent Agenda

6.1. Approval of City Council Regular Meeting Minutes of January 27, 2025

6.2. Approval of City Council Workshop Minutes of January 27, 2025

7. Public Hearings / Ordinances on Second Reading

8. Ordinances on First Reading

8.1. Ordinance 1990 - Amending Noise Regulations

9. Resolutions

10. Action Items

10.1 Gold Crown Townhomes Preliminary Plat

11. City Clerk Report

12.1. Monthly Update

12. City Manager Report

12.1. Development Report

12.2. Monthly Department Director Report – Operations

12.3. Discussion – Animal Ordinance

13. Comments from the Mayor and Council

14. Comments from the Audience

15. Adjournment

The Presentations section is for items that were submitted by a citizen or group of Citizens no later than the Wednesday 2 weeks prior to the meeting to the Clerk's office for approval. These items will be scheduled under the section titled Presentations and Reports. Supporting documents must be submitted at this time to be on the regular agenda. All Action Items are for staff and elected officials only and must be submitted for approval no later than Wednesday 10 days prior to the meeting. Those not listed on the regular agenda who wish to address the council should fill out a yellow card. The card must be submitted to the City Clerk. Speaking time should be three minutes or less, large groups may designate a spokesperson. All remarks should be addressed to the Council as a whole and not to individual members. All meeting procedures are outlined in the Meeting Rules and Procedures brochure available outside the Chambers. Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities needing special accommodations, please contact Maryanne Girard, City Clerk at cityclerk@cityofcrestview.org or 850-628-1560 option 2 within 48 hours of the scheduled meeting. Any invocation that is offered before the official start of the City Council meeting shall be the voluntary offering of a private person, to and for the benefit of the City Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious beliefs or views of this, or any other speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. A person may exit the City Council Chambers and return upon completion of the opening invocation if a person does not wish to participate in or witness the opening invocation.

CITY OF CRESTVIEW

Item # 2.1.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025

TYPE OF AGENDA ITEM: Presentation

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Jerry Whitten, Mayor
DATE:	2/3/2025
SUBJECT:	Pastor Edward Parker of First Church of God in Christ

BACKGROUND:

Clergy are invited on a volunteer basis to provide prayer before the meeting.

DISCUSSION:

Area clergy volunteer to provide an Invocation and lead the Council in the Pledge of Allegiance.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

n/a

Attachments

None

CITY OF CRESTVIEW

Item # 5.1.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025

TYPE OF AGENDA ITEM: Presentation

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Jerry Whitten, Mayor
DATE:	2/6/2025
SUBJECT:	Friends of the Library Update

BACKGROUND:

The Friends of the Library provide an annual update to the City Council.

DISCUSSION:

Paul Farnsworth of the Friends of the Library plans to provide information on the upcoming book sale and annual report of their activities.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
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Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

N/A

RECOMMENDED ACTION

n/a

Attachments

None

CITY OF CRESTVIEW Item # 5.2.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: Presentation

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Jerry Whitten, Mayor
DATE:	2/6/2025
SUBJECT:	Spanish Trail Cruisers Average Joe Car Show

BACKGROUND:

Information:

- 175 – 225 cars on average on Main Street for the past 24 years
  - The organizers do not profit from this event, any money raised is returned to the community.
  - Last year, the club donated $5000 to the Crestview Manor, Cancer Freeze, a local pet shelter, and CHS’s Auto Class.
  - The car show has been moved to the Old Spanish Trail Park to accommodate the 25th Annual Average Joe Car Show
- Previous car shows have been on Main Street
- The cost of renting the Old Spanish Trail Park is $300

DISCUSSION:

John Colby will present information on the Car Show scheduled for April 12, 2025.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Play- Expand recreational and entertainment activities within the City

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

n/a

Attachments

1. 2025-H25SE00169-145-AI Certificate - 01-V1
2. SpanishTrailCruisersCityCouncil

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	
SHEL Risk Purchasing Group 306 Main St Worcester MA 01608	CONTACT NAME: ESP Specialty Insurance PHONE (A/C, No, Ext): 877-670-2377 FAX (A/C, No): E-MAIL ADDRESS: contact@espspeciality.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Houston Casualty Company	42374
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

A member of SHEL Risk Purchasing Group

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $ $
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $ $
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage ends at 12:01 AM on the expiration date shown on this certificate.
See next page for additional coverage details and schedule of covered activities.

CERTIFICATE HOLDER **CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Chris Price

AGENCY CUSTOMER ID:

LOC #:

ACORD®

ADDITIONAL REMARKS SCHEDULE

AGENCY SHEL Risk Purchasing Group	NAMED INSURED
POLICY NUMBER	
CARRIER Houston Casualty Company / NAIC CODE 42374	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 1 FORM TITLE: Additional Remarks

ACORD 101 (2008/01)

About Us

The Spanish Trail Cruisers was founded in the year 2000, by a group of 40 automobile enthusiasts from Crestview, Florida, and the surrounding areas. U. S. Highway 90, which is also known as the Old Spanish Trail, runs right through Crestview, hence, the name Spanish Trail Cruisers. The car club is a fun-loving, family oriented non-profit 501 (c) (3) corporation, who enjoys cruising together on the weekends, attending and participating in area car shows in the area, and putting on the "Average Joe Car Show" every third Saturday in April on historic Main Street in downtown Crestview. The car club also enjoys assisting others with their vehicle problems, challenges or other projects, and donating to the community. Last year, the club donated $5000 to the Crestview Manor, Cancer Freeze, a local pet shelter, and CHS's Auto Class.

Average Joe Car Show Scheduled for April 12, 2025

- 175 – 225 cars on average on Main Street for the past 24 years
- Due to the remodeled Main Street, only 100 cars would comfortably fit on the new and improved Main Street
- Moved the Car Show to the Old Spanish Trail Park to accommodate the 25th Annual Average Joe Car Show
- Every Car Show to date has been on Main Street at no cost to the Car Club
- The cost for renting the Old Spanish Trail Park is $300

Why we are here tonight before the Crestview City Council

The Car Club would like to have the Old Spanish Trail Park fee of $300 waived due to the following reasons:

- The Car Club has been grandfathered in for the annual Average Joe Car Show for the past 24 years with no cost to the Car Club
- The Car Club takes any profits from the Car Show and gives these proceeds back to the community of Crestview
- The Car Show brings in large crowds and is a fan favorite each year for the folks here in Crestview
- Disappointment of having to move the Car Show from downtown Main Street to the Old Spanish Trail Park

CITY OF CRESTVIEW Item # 6.1.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: Action Item

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Maryanne Girard, City Clerk
DATE:	2/3/2025
SUBJECT:	Approval of City Council Regular Meeting Minutes of January 27, 2025

BACKGROUND:
The City Council routinely approves minutes from prior meetings.

DISCUSSION:
The draft minutes were distributed to the Council prior to the meeting.

GOALS & OBJECTIVES
This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
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Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT
n/a

RECOMMENDED ACTION
Motion to approve the City Council regular meeting minutes of January 27, 2025.

Attachments

1. 01272025 City Council Regular Meeting Minutes Draft

City Council Minutes DRAFT
January 27, 2025
4:00 p.m.
Council Chambers

1. Call to Order

The Regular Meeting of the Crestview City Council was called to order at 4:00 p.m. by Mayor JB Whitten. Board members present: Mayor Pro-Tem Doug Capps. Council members: Ryan Bullard, Brandon Frost, Shannon Hayes, and Dusty Allison. 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. Pastor Micah Gay of High Praise Church

The Invocation and Pledge of Allegiance was led by Pastor Micah Gay of High Praise Church.

3. Open Policy Making and Legislative Session

Mayor JB Whitten declared a quorum was present.

4. Approve Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Shannon Hayes and seconded by Councilmember Brandon Frost to approve the agenda, as presented.
Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

5. Presentations and Reports

6. Consent Agenda

Mayor JB Whitten called for action.

Motion by Mayor Pro-Tem Doug Capps and seconded by Councilmember Ryan Bullard to approve the Consent Agenda, as presented.
Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

6.1. Financial Update - Finance Director

6.2. Foxwood Estates Low Pressure Sewer Project Change Order #4

6.3. Approval of City Council Regular Meeting Minutes of January 13, 2025

6.4. Approval of Mae Reatha Coleman Minutes of January 13, 2025

7. Public Hearings / Ordinances on Second Reading

8. Ordinances on First Reading

9. Resolutions

10. Action Items

10.1. Redstone at Brookemeade Intersection Improvements Bid Award

Project Manager Jayce Vanderford stated the project is to realign the road and add a

4-way signalization. He mentioned that three bids were received. Panhandle Engineering and Consulting reviewed them and determined that Bullard Excavating came in at the lowest responsible bid. The remaining fund balance is in the budget under traffic impact fees.

In response to Councilmember R. Bullard regarding the impact on the budget for the half million dollars difference, City Manager T. Bolduc replied that funds were set aside, as this project has several different funding sources. The sidewalks were not originally designed but we have included them. He added there is close to a million dollars in the impact fund.

Project Manager Jayce Vanderford added he has applied for a grant in the amount of $350,000 for the sidewalks.

Mayor JB Whitten called for action.

Motion by Councilmember Dusty Allison and seconded by Councilmember Shannon Hayes to approve the award to Bullard Excavating, Inc. for the Redstone Avenue at Brookmeade Drive Intersection Improvements project in the amount of $2,177,816.90 and authorize the Mayor to execute the contract.
Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

City Manager T. Bolduc stated that Bullard Excavating is not related to Councilmember Bullard. He added that Bullard Excavating did the Main Street project.

11. City Clerk Report

11.1. Appointment of PDB Alternate
City Clerk M. Girard stated there is a vacancy in the alternate seat on the Planning and Development Board. Robert Bounds has submitted an application to serve. He would be serving to complete the remaining term that ends April 1, 2027.

Mayor JB Whitten called for action.

Motion by Mayor Pro-Tem Doug Capps and seconded by Councilmember Dusty Allison to appoint Robert Bounds as a PDB alternate.
Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

12. City Manager Report

12.1. Deputy City Manager Selection
City Manager T. Bolduc stated that Mayor Pro-Tem Capps had brought up a need for a Deputy City Manager and Council has determined they would like to move forward to create the position. He supports the direction to create continuity. The duties and responsibilities would be distributed adding we can rearrange the budget. He prefers to promote from within. He has spoken to each council member. He proposed that

Jessica Leavins is the most qualified and has a firm grasp of how we work. The position opens up opportunities for growth. City Manager T. Bolduc highlighted the successful projects the city has achieved. He stated the list of job responsibilities is outlined in the staff report. He asked for approval for the job description and selection of Ms. Leavins.

Councilmember R. Bullard stated he has received multiple emails on the city manager's salary. He said the Council has justified the city manager's salary, as we are driving commercial and residential growth at the same time, we are lowering taxes. The other question received is how we justify whether Tim can do the job. He said Tim works eighty hours a week, adding he could use assistance. He supports this new position.

Councilmember S. Hayes stated that he asked Tim if we had the funds, and he agreed that there are funds that are not allocated. The city manager handles the budget well and does a lot of work in the background, as well. It takes a lot to run a city of this size. He highly recommends Jessica for the position.

Mayor Pro-Tem Capps stated that Jessica has been doing a lot of the work already.

Councilmember D. Allison stated she has spoken to the city manager and Jessica. She stated she believes Jessica is highly qualified. She added morale is boosted when you hire from within. She supports the position.

Mayor JB Whitten asked for public comment.

Jillian Harker, citizen, stated she took the councilmembers' comments as the citizens were too stupid to know we are talking about.

Motion by Councilmember Ryan Bullard and seconded by Councilmember Shannon Hayes to approve the Deputy City Manager job position and selection of Jessica Leavins as the Deputy City Manager.
Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

City Manager T. Bolduc added that Brady Peters had an update on the basketball courts which are now being replaced. The asphalt will be poured soon. The other item is the scoreboards will be in soon at Durrell Park. We also were able to obtain scoreboards from Ft. Walton Beach, so all our baseball and softball fields will have scoreboards.

We will add an additional grounds position to elevate the quality of the fields. We are installing irrigation at the fields at Old Spanish Trail. Bleachers are being added at Durrell Field and Allen Park.

City Manager T. Bolduc said we are getting to the end of the punch list on Main

Street. We received a price from Coney Island to Martin Luther King, but the cost is almost $700,000, so we are not going to proceed on that portion for now.

City Manager T. Bolduc said the goal is to develop three distinct strategies for development and growth on how we spend money for the growth and infrastructure. He mentioned the maps on the wall depicted future planning and zoning projects. One of the maps depicts the current development and the status of each project, the next map depicts the six quadrants that will help us focus our capital improvement dollars, the next one shows how much it costs per residential development and the priorities where growth should occur to diminish urban sprawl, the middle map depicts the development and construction and looking at capacity and the timing when developments are completed and the cost involved. He mentioned the project packet that was provided to the Council depicts the mobility fees involved.

13. Comments from the Mayor and Council

Mayor JB Whitten called for comment from the Council.

Councilmember S. Hayes stated that he went by Allen Park and liked the improvements. He attended the TPO stating additional transportation options were discussed to bring people back and forth to the south end. The buses will run daily from the airport to the welcome center, as well as getting people to the south end.

Mayor JB Whitten mentioned that in addition to the MLK ceremony here, the county had a ceremony adding that Ed Mitchell was recognized as the Charlie Hill Community Service Award recipient.

He added he will be out of town from February 6 -17th and requested Mayor Pro-Tem D. Capps to handle his duties.

14. Comments from the Audience

Mayor JB Whitten called for comments from the public.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 4:50 p.m.

Minutes approved this __ day of __, 2025.

____

JB Whitten
Mayor

____

Maryanne Girard
City Clerk
Proper Notice having been duly given

CITY OF CRESTVIEW

Item # 6.2.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: Action Item

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Maryanne Girard, City Clerk
DATE:	2/6/2025
SUBJECT:	Approval of City Council Workshop Minutes of January 27, 2025

BACKGROUND:

The City Council routinely approves minutes from prior meetings.

DISCUSSION:

The draft minutes were distributed to the Council prior to the meeting.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
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Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

Motion to approve the City Council workshop minutes of January 27, 2025.

Attachments

1. 01272025 City Council Workshop Minutes Draft

City Council Workshop Minutes Draft
January 27, 2025
5:00 p.m.
Council Chambers

1. **Call to Order**
   The City Council Workshop of the Crestview City Council was called to order at 5:09 p.m. by Mayor JB Whitten. Board members present: Mayor Pro-Tem Doug Capps. Council members: Ryan Bullard, Brandon Frost, Shannon Hayes, and Dusty Allison. Also present: City Manager Tim Bolduc, City Clerk Maryanne Girard, City Attorney Jonathan Holloway, and various staff members.

2. **Pledge of Allegiance**
   The Pledge of Allegiance was led by Councilmember D. Allison.

3. **Approve Agenda**
   Mayor JB Whitten called for action.

   Motion by Councilmember Shannon Hayes and seconded by Councilmember Dusty Allison to approve the agenda, as presented.
   Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

4. **Open Workshop**
   Mayor JB Whitten turned the workshop over to City Manager T. Bolduc.

5. **Discussion Items**
   5.1. Staff will Brief on Planning Strategies for Growth
   City Manager T. Bolduc stated the goal is to discuss strategies for development and growth. He stated the Council had previously discussed recruiting business and eliminating blight, as we wanted to create an environment to attract developers, increase development to decrease the tax roll and lower the millage rate. The Council has rolled back the millage rate twice because we have found success with growth. We have changed how we do business to provide incentive to come to Crestview. He asked what type of business we want to attract, and whether we should waive fees and strategize how we would recruit to certain areas of the city.

   City Manager T. Bolduc went over the quadrants where potential development could be and mentioned that in areas where we only serve sewer, we may determine it is not cost effective for development or growth. Before adding infrastructure, we will look at return on investment. He went over the six quadrants that depict how much it costs to build in the development areas and the different developments in progress. He went over the cost incurred in wastewater capacity per project, the ERU. He went over the possible annexations so we can effectively bring the property in all at once which will enable the property to be in the same jurisdiction. Our proposal is to annex the property and leave it in the current zoning designation until it is developed. This will ensure we avoid the spot zoning we currently have.

City Manager T. Bolduc then went over the traffic mitigation fee. The impact fee is intended to offset the cost of development. He asked for feedback on the direction we are going.

Senior Planning Administrator N. Schwendt came forward to discuss the ERU stating we are working on the fee schedule based on the different development projects. We are measuring the number of trips based on the traffic study as it impacts the city, county and state roads.

City Manager T. Bolduc clarified that the projects that were removed are in the packet. He mentioned the projects are included in the south quadrant adding they are included even though they are not funded.

Senior Planning Administrator N. Schwendt added the county has already passed their fee schedule.

Discussion ensued regarding the color coding and how much money we can ask the State to assist us based on how much we can request, and impact fees on traffic on new and redevelopment.

City Manager T. Bolduc further explained the developer will pay the fees clarifying that the debt for larger road construction is paid for with the fees collected. He added we could also choose to do nothing and let the County do it.

City Manager T. Bolduc said we could write debt repayment, how we accommodate how we plan for growth and how to pay for it in the ordinance.

City Manager T. Bolduc asked the Council if we want to continue to waive the fees across the board or in certain areas.

Discussion ensued on filling in the gaps in the enclaves throughout the city, providing alternatives, a multi-year phase to incentive as the development comes in, and preferring the best method to get the projects done.

Senior Planning Administrator N. Schwendt mentioned the adopted comprehensive plan and how developments calculate how much sewer service will be based on the ERU which helps the developer estimate how much usage incurs in order to have an accurate measurement of what their actual usage is going into the system. This will provide accuracy in how we collect fees. City Manager T. Bolduc added that accuracy will assist in measuring capacity.

City Manager T. Bolduc wrapped up the discussion stating we will move forward on mobility assessment, annexation fees as we incentivize, facility replacement plan, and a sports complex. He stated that staff will develop a plan and present it back to the Council for adoption. This will plan our growth moving forward.

6. Comments from the Audience

Mayor JB Whitten called for comments from the public.

Michael Montalbano was concerned about the growth and wastewater problem without mandating sewer while we provide water. City Manager T. Bolduc said we will not approve growth without wastewater, adding the county will provide the sewer, as they have the lines.

7. Comments from the Mayor and Council

Mayor JB Whitten called for comment from the Council.

8. Adjournment

Mayor JB Whitten adjourned the meeting at 6:29 p.m.

Minutes approved this __ day of __, 2025.

____

JB Whitten
Mayor

____

Maryanne Girard
City Clerk
Proper Notice having been duly given

CITY OF CRESTVIEW Item # 8.1.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: 1st reading no PDB

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Barry Henderson, Development Services Director
DATE:	2/6/2025
SUBJECT:	Ordinance 1990 - Amending Noise Regulations

BACKGROUND:

In July of 2022, Florida Statute 316.3045 was enacted to prohibit playing loud or excessive music from a vehicle in a roadway. Staff has encountered difficulty in enforcing these regulations, as violators are able to relocate to private property and legally allow the nuisance to continue.

DISCUSSION:

The proposed ordinance serves to mirror the regulations of state statute, with the difference that it is applicable to vehicles in general (including those on private property), rather than just applicable to vehicles on roadways. Generally this ordinance, and the existing statute, prohibits the amplification of sound from within a motor vehicle that is:

- Plainly audible at a distance of 25 feet or more from the motor vehicle
- Louder than necessary for the convenient hearing by persons inside the vehicle in areas adjoining churches, schools, or hospitals

Exemptions are provided for motor vehicles used for business or political purposes, as well as for emergency vehicles, as provided in statute.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
Quality of Life- these areas focus on the overall experience when provided by the city.
Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

There is no anticipated financial impact that will result from this ordinance.

RECOMMENDED ACTION

Staff respectfully requests a motion to approve Ordinance 1990 on first reading and move to second reading for adoption.

Attachments

None

ORDINANCE: 1990

AN ORDINANCE AMENDING SECTION 30-1 – REGULATION OF NOISE; PROVIDING FOR AUTHORITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S EFFORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1 – AMENDING. Section 30-1, subsection (b) of the City of Crestview Code of Ordinances.

(b) The following acts, among others, are declared to be loud and raucous noises in violation of this section, which enumeration shall not be deemed to be exclusive:

(1) *Horns and signaling devices.* The sounding of any horn or signaling device on any automobile, motorcycle or other vehicle on a street or public place of the city, except as a danger warning; the creation by means of any such signaling device of any unreasonably loud or harsh sound; the sounding of any such device for an unnecessary and unreasonable period of time; the use of any signaling device except one operated by hand or electricity; the use of any horn, whistle or other device operated by engine exhaust; and the use of any such signaling device when traffic is for any reason held up. The use of sirens, except by authorized emergency vehicles, is prohibited.

(2) *Radios, phonographs and similar devices.* The using, operating or permitting to be played, used or operated any radio receiving set, television set, boom box set, musical instrument, phonograph or other machine or device for the producing or reproducing of sound in such a manner as to disturb the peace, quiet and comfort of the neighboring inhabitants or at any time with louder volume than is necessary for convenient hearing for the persons who are in the room, ~~vehicle~~ building or chamber in which the machine or device is operated and who are voluntary listeners thereto. The operation of any device between the hours of 11:00 p.m. and 7:00 a.m. in such a manner as to be plainly audible at a distance of 50 feet from the building~~,~~ or structure ~~or vehicle~~ in which it is located shall be prima facie evidence of a violation of this subsection.

(3) *Loud vocal noises.* Vocal noises made in a loud and raucous manner between the hours of 11:00 p.m. and 7:00 a.m., so as to annoy or disturb the quiet, comfort or repose of persons in any office or other place of business, or in any dwelling, hotel or other type of residence.

(4) Operation of radios or other mechanical or electronic soundmaking devices or instruments in vehicles.

a. Any non-moving or stationary motor vehicle may not operate or amplify the sound produced by a radio, tape player, compact disc player, portable music or video player, cellular telephone, tablet computer, laptop computer, stereo, television, musical instrument, or other mechanical or electronic soundmaking device or instrument, which sound emanates from the motor vehicle, so that the sound is:

1. Plainly audible at a distance of 25 feet or more from the motor vehicle; or

2. Louder than necessary for the convenient hearing by persons inside the vehicle in areas adjoining private residences, churches, schools, or hospitals.

b. This section does not apply to motor vehicles used for business or political purposes, which in the normal course of conducting such business use soundmaking devices. The provisions of this subsection shall not be deemed to prevent local authorities, with respect to streets and highways under their jurisdiction and within the reasonable exercise of the police power, from regulating the time and manner in which such business may be operated.

c. This section does not apply to a law enforcement vehicle equipped with a communication device necessary in the performance of law enforcement duties or to an emergency vehicle equipped with a communication device necessary in the performance of emergency procedures.

d. This section does not apply to the noise made by a horn or other warning device required or permitted by s. 316.271, Florida Statutes.

~~(4)~~(5) *Construction or repairing of buildings.* The erection, including excavation, demolition, alteration or repair, of any building other than between the hours of 7:00 a.m. and 6:00 p.m. on weekdays, except in the case of urgent necessity in the interest of the public health and safety, and then only with a permit from the building inspector should he determine that the public health and safety will not be impaired by the erection, demolition, alteration or repair of any building or the excavation of streets and highways within the hours of 6:00 p.m. and 7:00 a.m., and if he shall further determine that loss or inconvenience would result to any party in interest, he may grant permission for such work to be done within the hours of 6:00 p.m. and 7:00 a.m., upon application being made at the time the permit for the work is awarded or during the progress of the work.

~~(5)~~(6) *Schools, courts, churches, hospitals, medical facilities.* The creation of any excessive noise on any street adjacent to any school, institution of learning, medical facility, church or court, while the same is in use, or adjacent to any hospital, which unreasonably interferes with the workings of the institution or which disturbs or unduly annoys patients in a hospital; provided, that conspicuous signs are displayed in such streets indicating that such street is a school, medical facility, hospital, or court street.

~~(6)~~(7) *Construction equipment.* The operation between the hours of 6:00 p.m. and 7:00 a.m. and at any time on Sundays of any pile driver, steam or power shovel, pneumatic hammer, derrick, steam or electric hoist or other appliance, the use of which is attended by loud or unusual noise.

~~(7)~~(8) *Electronic sound amplification.* The use of electronic sound amplification equipment in such a manner as to produce a sound which is capable of being heard at a point in excess of 50 feet from the source thereof between the hours of 11:00 p.m. and 7:00 a.m. is prohibited in the following zones: agriculture district, one (single) family district, multiple-family district and commercial district.

(c) The provisions of subsections (b)(1) through ~~(7)~~ (8) are intended to be construed to secure for the people freedom from unwanted loud and raucous noise as described in this section without violating any of the rights secured by the Constitution to the people, and are not intended, nor shall they be construed, to regulate the usual and customary noise incidental to urban life.

SECTION 2 – AUTHORITY. The authority for enactment of this ordinance is section 166.021, Florida Statutes, Section 2 of the City Charter.

SECTION 3 – SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 4 – SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 5 – ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 6 – REPEAL OF CONFLICTING CODES, ORDINANCES AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions, or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 7 – EFFECTIVE DATE. This Ordinance shall take effect immediately upon its adoption.

Passed and adopted by the City Council of Crestview, Florida on the 24th day of February, 2025.

ATTEST:

____
Maryanne Girard
City Clerk

Approved by me this 24th day of February, 2025.

____
J. B. Whitten
Mayor

CITY OF CRESTVIEW Item # 10.1.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: Action Item

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Barry Henderson, Development Services Director
DATE:	2/6/2025
SUBJECT:	Gold Crown Townhomes Preliminary Plat

BACKGROUND:

Staff received the initial application for the Gold Crown Townhomes subdivision on September 11tt, 2024. It has since gone through staff review and all major comments have been addressed. The remaining comments are minor and will not affect the overall layout and scope proposed in the provided preliminary plat documents.

The Planning and Development Board recommended approval on February 3, 2025.

DISCUSSION:

This subdivision is proposed to the south intersection of Cypress Avenue E and McCaskill Street. The subdivision proposes driveway connection to each of these roads. The subdivision proposes 9 lots across 0.49 acres, resulting in a gross density of approximately 18.36 units per acre, which is allowable per the applicable zoning and future land use requirements, which allow for up-to 20 units per acre.

Any minor comments that are outstanding will not affect the layout or scope proposed in the preliminary plat document. Should there be any changes to this document that do affect the layout or scope proposed, it will be brought back for review.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.
Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Quality of Life- these areas focus on the overall experience when provided by the city.
Community Character- Promote desirable growth with a hometown atmosphere

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

FINANCIAL IMPACT

Approval of the preliminary plat will lead to the development of a subdivision that will have a positive future impact, including: impact fees, building permit fees and utility usage fees.

RECOMMENDED ACTION

Staff respectfully requests a motion to approve the Gold Crown Townhomes preliminary plat.

Attachments

1. Preliminary Plat - Gold Crown Townhomes

GOLD CROWN TOWNHOMES

Section 17, Township 3 North, Range 23 West, Okaloosa County, Florida

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS THAT TAKAPA INVESTMENTS, LLC, A FLORIDA LIMITED LIABILITY COMPANY, AS "OWNER" OF THE LANDS HEREON PLATTED AS "GOLD CROWN TOWNHOMES", DOES HEREBY DEDICATE AND CONVEY TO THE COUNTY OF OKALOOSA IN FEE SIMPLE, ALL PUBLIC RIGHTS-OF-WAY AND STORM WATER DETENTION AREA AS SHOWN HEREON. FURTHERMORE, OWNER DOES HEREBY GRANT A NON--EXCLUSIVE EASEMENT FOR THE PURPOSES OF INGRESS AND EGRESS, INSTALLATION, MAINTENANCE, AND REPAIR OF VARIOUS UTILITIES, TO SUCH UTILITY SUPPLIERS TO INCLUDE, BUT NOT BE LIMITED TO CENTURY LINK, COX COMMUNICATIONS, FLORIDA POWER & LIGHT, CITY OF CRESTVIEW, AND OKALOOSA GAS DISTRICT, OVER SAID PUBLIC RIGHTS-OF-WAY AS SHOWN HEREON. ADDITIONALLY, OWNER HEREBY DEDICATES TO THE PUBLIC THE PUBLIC DRAINAGE/ACCESS EASEMENTS AS SHOWN HEREON. FURTHER OWNER DEDICATES AND CONVEYS TO THE GOLD CROWN TOWNHOMES HOMEOWNERS ASSOCIATION, INC., A FLORIDA NOT-FOR-PROFIT CORPORATION ("HOA") THE PRIVATE DRAINAGE/ACCESS AND LANDSCAPE EASEMENTS AS SHOWN HEREON. OWNER HEREBY REQUESTS THAT THIS PLAT BE RECORDED IN THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA.

TAKAPA INVESTMENTS, LLC

____

ANDERSON POWELL
MANAGER

____
WITNESS (SIGNATURE)

____
PRINT NAME

____
WITNESS (SIGNATURE)

____
PRINT NAME

ACKNOWLEDGEMENT TO DEDICATION:

STATE OF FLORIDA, COUNTY OF OKALOOSA

THIS IS TO CERTIFY THAT ON THE ________ DAY OF __________________, 2024 BEFORE ME BY MEANS OF PHYSICAL PRESENCE, AN OFFICER DULY AUTHORIZED AND ACTING, PERSONALLY APPEARED ANDERSON POWELL, WHO IS PERSONALLY KNOWN TO ME TO BE THE INDIVIDUAL DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT OF DEDICATION OR WHO HAS PRODUCED __________________ AS IDENTIFICATION, AND AS MANAGER OF TAKAPA INVESTMENTS, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ACKNOWLEDGED TO AND BEFORE ME THAT SAID INSTRUMENT IS HIS/HER FREE ACT AND DEED.

____
NOTARY PUBLIC, STATE OF FLORIDA

MY COMMISSION EXPIRES: __________________

TITLE OPINION:

IT IS THE OPINION OF THE UNDERSIGNED ATTORNEY AT LAW, LICENSED IN THE STATE OF FLORIDA, THAT THE TITLE TO THE LANDS DESCRIBED HEREON IS IN THE NAMES OF THE DEDICATOR AS SHOWN HEREON AND THAT THERE ARE NO UNSATISFIED MORTGAGES ON THE LAND.

____
JOHN W. MONROE, JR.
BAR NUMBER 0256706

GENERAL NOTES:

1. BEARINGS SHOWN HEREON ARE REFERENCED TO THE LINE AS SHOWN ABOVE. BEARINGS SHOWN HEREON ARE REFERENCED TO THE SOUTH LINE OF MCCASKILL STREET, SAID LINE BEARING N36°40'53"W AS ESTABLISHED BY STATE PLANE COORDINATES, FLORIDA NORTH ZONE, NORTH AMERICAN DATUM OF 1983.
2. THIS PARCEL APPEARS TO LIE IN FLOOD ZONE X (NO MINIMUM), AS DETERMINED BY SCALE FROM FEMA PANEL #12091C0165J, DATED 03/09/2021, AND FURNISHED BY FEMA FLOOD MAP SERVICE CENTER.
3. THERE MAY BE ADDITIONAL RIGHTS OF WAY, EASEMENTS, BUILDING SETBACKS, OR OTHER RESTRICTIONS OF RECORD THAT ARE NOT SHOWN. NO CERTIFICATION IS GIVEN THAT ALL RESTRICTIONS OF RECORD ARE SHOWN. ALSO, NO CERTIFICATION IS GIVEN THAT DEED OVERLAPS AND UNDERGROUND IMPROVEMENTS OR ENCROACHMENTS DO NOT EXIST.
4. CAPTIONS WHICH APPEAR OUTSIDE THE PLATTED SUBDIVISION ARE FOR CONVENIENCE ONLY. NO CONVEYANCE OR PROMISE TO CONVEY ANY LANDS OR ANY INTEREST IN LANDS OUTSIDE THE SUBDIVISION IS INTENDED OR IMPLIED.
5. THERE MAY BE ADDITIONAL RESTRICTIONS NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF OKALOOSA COUNTY.
6. THIS SUBDIVISION PLAT HAS BEEN PREPARED BY XXXX, WHICH MEETS STANDARDS OF PRACTICE FOR SURVEYS, AS DEFINED IN 5J-17.051 OF THE FLORIDA ADMINISTRATIVE CODE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.
7. ALL LOT CORNERS SHOWN ON THIS PLAT HAVE BEEN SET IN THE FIELD WITH CAPPED IRON RODS, CONCRETE MONUMENTS OR PERMANENT CONTROL POINTS (NAIL & DISC.) MARKED CORPORATION NUMBER 8227.
8. NO ENVIRONMENTAL JURISDICTIONAL LINES HAVE BEEN DETERMINED BY XXXX.
9. THE DISTANCES SHOWN HEREON ARE IN U.S. SURVEY FEET.
10. THE INTENDED USE OF THE STATE PLANE COORDINATES IS FOR GIS BASE MAPPING PURPOSES. THE GEODETIC CONTROL RELIED UPON FOR THESE VALUES WAS THE FLORIDA PERMANENT REFERENCE NETWORK (FPRN) VIRTUAL REFERENCE STATION (VRS) SOLUTION BASED ON REAL TIME KINEMATIC (RTK) OBSERVATIONS TAKEN ON JANUARY 7, 2020.

LEGAL DESCRIPTION

LOT 7, 8 AND 9 BLOCK 37 MAP OF CRESTVIEW, ACCORDING TO THE PLAT THEREOF IN PLAT BOOK 1, PAGE 72, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA.

CITY COUNCIL'S APPROVAL:

THIS CERTIFIES THAT THIS PLAT WAS PRESENTED TO THE CITY COUNCIL OF CRESTVIEW, OKALOOSA COUNTY, FLORIDA AND APPROVED BY THEM ON THE ____ DAY OF _____, 2024.

____
MAYOR

____
ATTEST BY: CITY CLERK

CITY CLERK VERIFICATION:

THE UNDERSIGNED HEREBY ATTESTS THAT THIS PLAT WAS GRANTED FINAL APPROVAL BY THE CITY COUNCIL IN SESSION ASSEMBLED ON THE DATE MENTIONED ABOVE AS A MATTER OF PUBLIC RECORD. FURTHER, THAT THIS INSTRUMENT WAS DULY AUTHENTICATED BY THE PRESENTING OFFICER OF THE CITY COUNCIL.

____
CITY CLERK

CITY ENGINEER'S CERTIFICATE:

THIS CERTIFIES THAT THIS PLAT WAS PRESENTED TO AND APPROVED BY THE CITY ENGINEER OF CITY OF CRESTVIEW, FLORIDA THIS ____________ DAY OF ________________, 2024.

____
CITY ENGINEER

COMMUNITY DEVELOPMENT SERVICES MANAGER:

THE UNDERSIGNED HEREBY CERTIFIES THAT THIS PLAT CONFORMS TO THE GENERAL ENGINEERING STANDARDS AND MEETS PLAT SPECIFICATIONS SET FORTH BY THE CITY OF CRESTVIEW CODE OF ORDINANCES.

____
COMMUNITY DEVELOPMENT SERVICES MANAGER

LOCAL PLANNING AGENCY:

THIS CERTIFIES THAT THIS PLAT WAS PRESENTED TO AND APPROVED BY THE LOCAL PLANNING AGENCY OF CITY OF CRESTVIEW, FLORIDA THIS ____________ DAY OF ________________, 2024.

____
LPA CHAIRMAN OR LPA VICE CHAIRMAN

COUNTY SURVEYOR'S APPROVAL:

THIS IS TO CERTIFY THAT THIS PLAT, "GOLD CROWN TOWNHOMES", WAS REVIEWED AND MEETS THE REQUIREMENTS OF CHAPTER 177, PART 1, FLORIDA STATUTES AND WAS APPROVED ON ___________________________.

____
OKALOOSA COUNTY SURVEYOR

FLORIDA CERTIFICATE NUMBER ____________

CERTIFICATION BY TAX COLLECTOR:

I, BEN ANDERSON, DO HEREBY CERTIFY THAT TAXES HAVE BEEN PAID FOR THE TAX YEAR _________ FOR THE PROPERTY DESCRIBED HEREON TO THE BEST OF BY KNOWLEDGE AS OF THE ______ DAY OF _______________, 2024.

____
BEN ANDERSON, TAX COLLECTOR, OKALOOSA COUNTY, FLORIDA

COUNTY CLERK'S APPROVAL:

I, JD PEACOCK II, CLERK OF THE CIRCUIT COURT OF OKALOOSA COUNTY, FLORIDA, DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD ON THE ________ DAY OF ______________________, 2024, IN PLAT BOOK ______, PAGE ______.

____
JD PEACOCK II, CLERK OF THE CIRCUIT COURT OF OKALOOSA COUNTY, FLORIDA

NOTICE:

PURSUANT TO CHAPTER 177.091 (27):

NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

PURSUANT TO CHAPTER 177.091 (28):

ALL PLATTED UTILITY EASEMENTS SHALL PROVIDE THAT SUCH EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS OR OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE DAMAGES. THIS SECTION DOES NOT APPLY TO THOSE PRIVATE EASEMENTS GRANTED TO OR OBTAINED BY A PARTICULAR ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION SHALL COMPLY WITH THE NATIONAL ELECTRICAL SAFETY CODE AS ADOPTED BY THE FLORIDA PUBLIC SERVICE COMMISSION.

SURVEYOR'S CERTIFICATE:

THE UNDERSIGNED HEREBY ACKNOWLEDGES THAT THIS PLAT WAS PREPARED UNDER HIS DIRECTION AND SUPERVISION, PERMANENT REFERENCE MONUMENTS HAVE BEEN SET, AND THAT THIS PLAT WAS PREPARED IN COMPLIANCE WITH THE SURVEY REQUIREMENTS OF CHAPTER 177, PART 1, PLATTING, OF THE FLORIDA STATUTES.

____
SURVEYOR DATE

NAUTILUS
CIVIL ENGINEERS INC.
PO Box 2190
SANTA ROSA BEACH, FL 32459
615-210-2150
WWW.NAUTILUSCIVIL.COM
FLORIDA COA : 32090

GOLD CROWN TOWNHOMES
MCCASKILL ST/ CYPRESS AVE
CRESTVIEW, FL

PREPARED FOR:
TAKAPA INVESTMENTS, LLC

ISSUED FOR:

PERMITTING REVIEW
(NOT FOR CONSTRUCTION)

NOT APPROVED WITHOUT SIGNATURE AND SEAL

WILLIAM CURTIS SMITH
LICENSE
No 78875
11/25/2024
STATE OF
FLORIDA
PROFESSIONAL ENGINEER

W. CURTIS SMITH, P.E. - REG.#78875

Revision		
No.	Date	Description
1	11/25/2024	CITY COMMENTS

PRELIMINARY PLAT SHT 1

C210

PROJECT: 240-004
DATE: 08/21/2024

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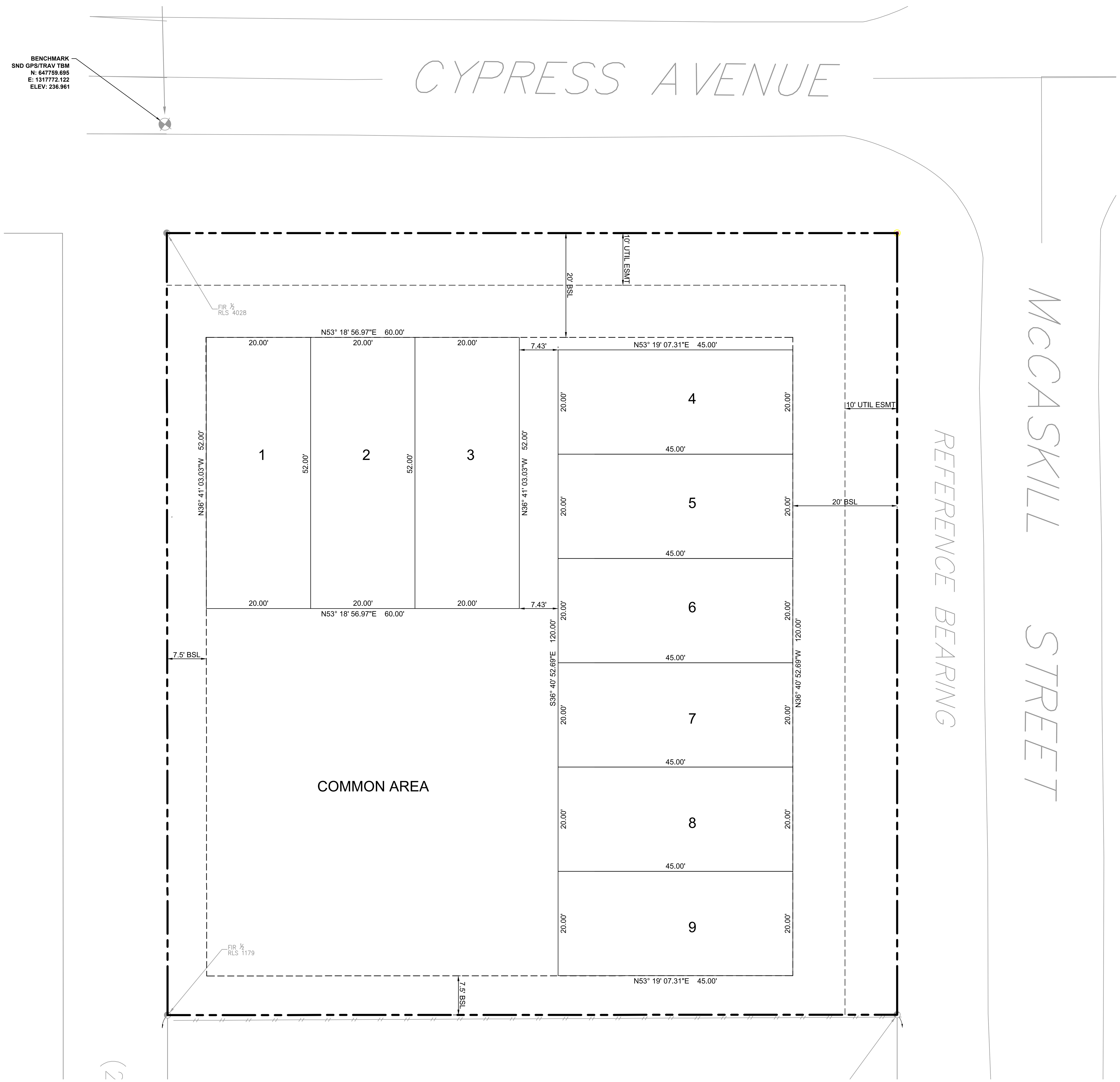
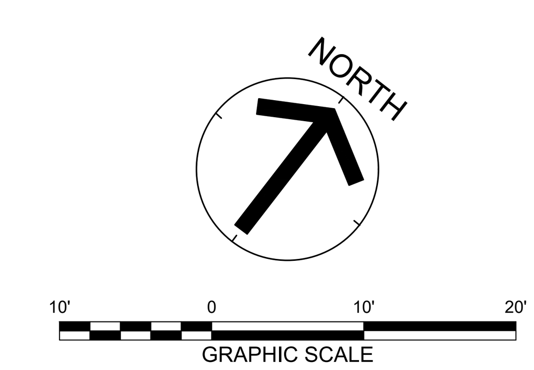
DRAWING NOTES:

1. EXISTING CONDITIONS PROVIDED BY BOUNDARY AND TOPOGRAPHIC SURVEY BY FGS SURVEYORS DATED 02/14/2024. NORTH AND BEARINGS DEPICTED ARE BASED UPON THE STATE PLANE COORDINATE SYSTEM - FLORIDA NORTH ZONE (NAD83), AS REFERENCED ON THE PROJECT SURVEY.
2. PRELIMINARY PLAT DOES NOT REFLECT RESEARCH REGARDING TITLE OR EASEMENT. DEEDS OF RECORD, UNRECORDED DEEDS, RECORDED OR UNRECORDED PLATS, EASEMENTS, RIGHTS-OF-WAY, OR OTHER INSTRUMENTS MAY EXIST THAT MAY AFFECT THIS PARCEL.





NAUTILUS CIVIL ENGINEERS INC.

PO Box 2190
SANTA ROSA BEACH, FL 32459
615-210-2150
WWW.NAUTILUSCIVIL.COM
FLORIDA COA : 32090

GOLD CROWN TOWNHOMES

MCCASKILL ST/ CYPRESS AVE
CRESTVIEW, FL

PREPARED FOR:
TAKAPA INVESTMENTS, LLC

ISSUED FOR:

PERMITTING REVIEW
(NOT FOR CONSTRUCTION)

NOT APPROVED WITHOUT SIGNATURE AND SEAL

WILLIAM CURTIS SMITH
LICENSE
No 78875
11/25/2024
STATE OF
FLORIDA
PROFESSIONAL ENGINEER

W. CURTIS SMITH, P.E. - REG.#78875

Revision		
No.	Date	Description
1	11/25/2024	CITY COMMENTS

PRELIMINARY PLAT SHT 2

C211

PROJECT: 240-004
DATE: 08/21/2024

CITY OF CRESTVIEW Item # 11.1.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: Presentation

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Maryanne Girard, City Clerk
DATE:	2/6/2025
SUBJECT:	Monthly Update

BACKGROUND:

The monthly update is provided.

DISCUSSION:

Public Records – For the January 2025 period, we received 81 new requests, with 34 open, 7 days on average to fulfill all requests, 68 requests were closed, and 5 requests were fulfilled outside of the average response time by the end of the period. The average number of hours to fulfill a request was less than an hour at no cost to staff. We received $41 in payments for the reporting period. Community Development (56) and the Police department (81) received the most requests per department, with the remaining dispersed between the remaining departments.

Laserfiche –The public records portal located on the City Clerk page at: https://city-of-crestview-fl.nextrequest.com/. The portal is utilized to enhance the historical integrity and preservation of our records and ensure records are accessible on a routine basis, as well as in the event of a disaster. The total number of additional pages for January 2025 is 133,225

Records Management – I will be researching options including grant possibilities to preserve our historical documents.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

n/a

Attachments

None

CITY OF CRESTVIEW

Item # 12.1.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025

TYPE OF AGENDA ITEM: Presentation

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Barry Henderson, Development Services Director
DATE:	2/6/2025
SUBJECT:	Development Report

BACKGROUND:

This is a presentation of development activities that have occurred since the last Director's update.

DISCUSSION:

Development Orders Issued:	1/13/25 - Take 5 Oil - 1,708 square foot oil change facility and associated improvements located on approximately 0.51 acres, at the intersection of Third Avenue and N Ferdon Boulevard, south of the Southern Pipe development and food trucks. 1/14/25 -The Cottages - 232-unit multifamily development located on approximately 35 acres, west of Antioch Road, north of the Fox Valley Subdivision and west of the Foxwood Subdivision.
Final Plats:	No final plats have been approved or recorded since the last Planning and Development Board Meeting.
New Development Applications:	1/28/25 - Okaloosa County Tax Collector's Office - 20,209 square foot tax collector's office building and associated improvements located at 1448 Commerce Drive, west of the Chamber of Commerce and north of the Library.
Additional Developments in Review	Trammel Creek Village - 258-unit multifamily residential housing development, comprised of rental townhouses and rental single family apartments on approximately 35 acres located north of the Railroad tracks and south of our old sewer treatment plant on N Lloyd Street Spring Creek Court - 19-unit multifamily apartment development on approximately 1 acre, located west of the intersection of Bay Street and W Cobb Avenue. Crestview Preserve Subdivision - 36-unit townhouse subdivision located on 8 acres at the current end of Medcrest Drive. Autozone - Proposed Autozone on 1.20 acres located on Industrial Drive, north of the

	Hancock Whitney bank and generally across from the CCB Community Bank and McDonalds on north Highway 85. Sycamore Court - 38 apartment units on 1.91 acres, located northeast of the intersection of W Bowers Avenue and Bay Street. This project is northwest of Vineyard Village, the City's affordable housing development project.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.
Communication- To engage, inform and educate public and staff

FINANCIAL IMPACT

This item is informational in nature.

RECOMMENDED ACTION

No action required.

Attachments

None

CITY OF CRESTVIEW

Item # 12.2.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: Presentation

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Wayne Steele, Director of Operations
DATE:	2/6/2025
SUBJECT:	Monthly Department Director Report - Operations

BACKGROUND:

Throughout FY 2024, significant progress was made on various facility enhancements, public space developments, bidding processes, and grant management efforts. Projects were successfully completed across city facilities, parks, and public infrastructure, improving services and community amenities. Additionally, grant funding and procurement processes were streamlined, ensuring compliance and financial efficiency.

As we move into 2025, several key projects are in progress, planning, or design, including intersection improvements, park developments, and facility expansions.

DISCUSSION:

FY 2024 Summary & 2025 Outlook

In FY 2024, the City completed key facility, park, and infrastructure projects, enhanced procurement processes, and secured $1.6 million in grant reimbursements. Notable projects included the Twin Hills Park Playground & Splash Pad, Wilson Street Park, and Main Street Revitalization, along with several facility improvements detailed in the attached summary.

2025 Projects in Progress:

- **Redstone Ave at Brookmeade Dr** – Signal upgrades & roadway improvements
- **Blackwater Golf Parking Lot** – Design phase for expansion & drainage enhancements
- **Brookmeade Park** – Planning upgrades & new amenities
- **Total Project Management (TPM) with Ajax**– Master planning of City facilities

See attached summary for details.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.
Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.
Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

None.

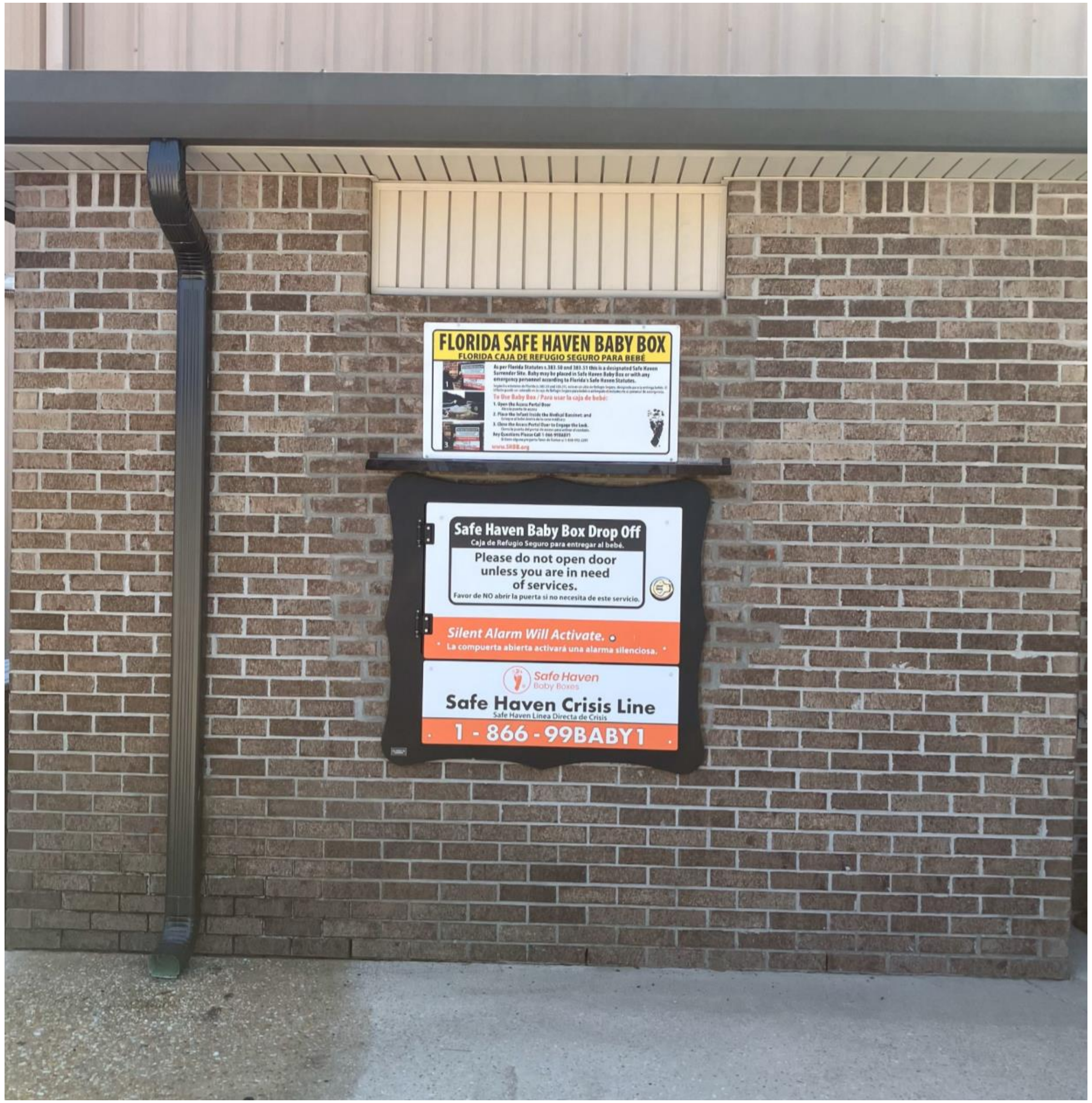
Attachments

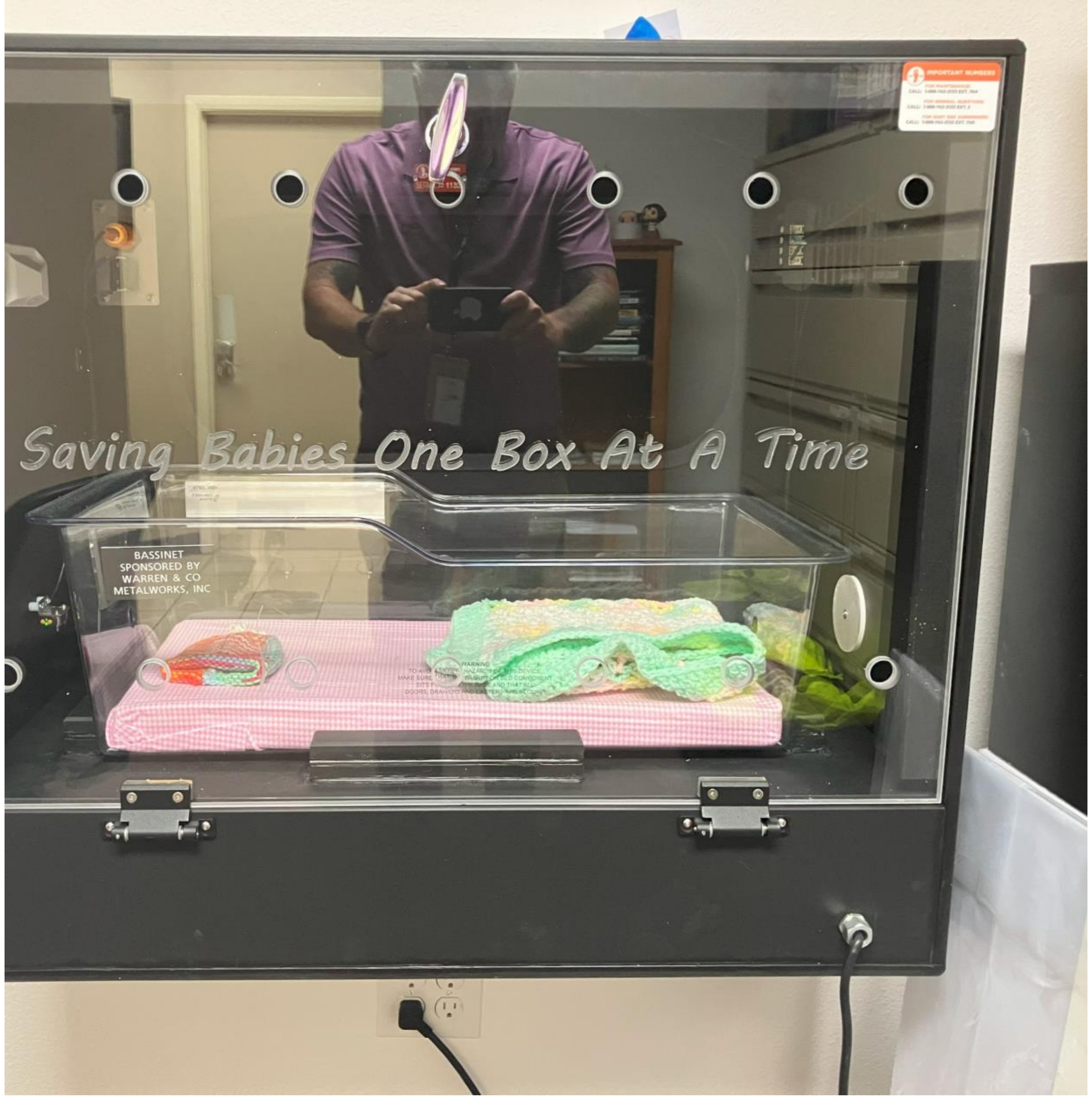
1. 2024 Recap of Crestview's Capital Projects 2.3.25
2. 2024 Project Completion Summary 2.3.25

2024 Recap of Crestview's Capital Projects


NO SMOKING
ALL PARTIES MUST BE HELD OUTSIDE PLAYGROUND AREA.


Twin Hills Park
PLAYGROUND


FLORIDA SAFE HAVEN BABY BOX
FLORIDA CAJA DE REFUGIO SEGURO PARA BEBÉ
Safe Haven Baby Box Drop Off
Caja de Refugio Seguro para entregar al bebé.
Please do not open door unless you are in need of services.
Favor de NO abrir la puerta si no necesita de este servicio.
Silent Alarm Will Activate.
La compuerta abierta activará una alarma silenciosa.
Safe Haven Baby Boxes
Safe Haven Crisis Line
Safe Haven Linea Directa de Crisis
1 - 866 - 99BABY1


Saving Babies One Box At A Time
BASSINET SPONSORED BY WARREN & CO METALWORKS, INC


HILL MONKEYS


CAT


296


STOP







PUBLIC
PARKING


MAIN ST.
See You Soon
90
85
CITY of CRESTVIEW, FLORIDA
The Hub City of Northwest Florida
10
10
OKALOOSA
1916
COUNTY

FY 2024 Operations Management Project Completion Summary

Facility Enhancements & Construction

1. Fire Training Tower Pole Barn

- **Location:** Fire Training Tower
- **Details:** Constructed a 16' x 40' x 10' pole barn with a monolithic slab and seating. Managed permitting and procurement throughout the project.

2. Fire Training Tower Restroom

- **Details:** Constructed a new restroom facility at the Fire Training Tower, including procurement, permitting, and construction management.

3. Porta Gym Conversion

- **Location:** Fire Station 1
- **Details:** Converted a 16' x 36' enclosed shed into a workout space for firefighters. The project included interior finishing, painting, flooring, equipment installation, lighting, permitting, and procurement.

4. Safe Haven Baby Box

- **Location:** Fire Station 1
- **Details:** Installed a Safe Haven Baby Box, including procurement, permitting, installation, masonry work, interior finish, electrical upgrades, alarm installation, staff training, and a ribbon-cutting ceremony.

5. Senior Center Improvements

- **Details:** Managed procurement, permitting, and improvements, including awning installation, bathroom upgrades, the addition of two new entryways, kitchen remodeling, painting, HVAC improvements, and overall project management.

6. Skate Park Shade Sails

- **Location:** EFCU Skatepark
- **Details:** Three shade sails were installed to provide shaded seating. Managed the Tourist Development Council (TDC) grant, permitting, and procurement.
- **Grant Management:** Prepared and wrote the TDC grant application, managed awarded funds, coordinated reimbursement requests, and ensured all grant contract requirements were met.

7. Twin Hills Gym Renovations

- **Details:** Renovations involved painting, creating three new office spaces, building a breakroom, adding equipment storage, electrical improvements, interior wall finishing, and overseeing permitting and procurement.

8. Twin Hills Gym Roof Restoration

- **Location:** Twin Hills Gym
- **Details:** Completed resealing of the metal roof, including managing permitting and procurement.

Park & Public Space Developments

1. Twin Hills Park Playground

- **Details:** Managed the playground's design, planning, permitting, and procurement. The park improvements included painting, bathroom remodeling, electrical upgrades, demolishing outdated equipment, and installing new playground equipment.

2. Twin Hills Splash Pad

- **Details:** Constructed a 2,000 sq. ft. splash pad with water features, shading, fencing, sod installation, electrical improvements, and managed permitting, procurement, and ribbon cutting.

3. Wilson Street Park

- **Details:** Designed a playground in collaboration with Landscape Structures. Prepared staff reports and council presentations, secured council approval, and managed permitting and procurement. Installed playground structures, surfaces, lighting, shade, seating, sod, irrigation, and electrical improvements. Hosted a ribbon-cutting event upon project completion.

4. Golf Course Hole 14 Netting Protection Enhancements

- **Details:** Installed protective netting at Hole 14 of the golf course to improve safety and minimize stray golf ball hazards.

5. Gully Restoration at Twin Hills Park

- **Details:** Restored an eroded gully at Twin Hills Park, improving stormwater drainage, erosion control, and landscape stabilization.

Bidding & Contract Management

1. Bid and Procurement Process Enhancements

- **Details:** Collaborated with staff to implement new bid templates and improve the internal procurement process.

2. Civic Initiatives Bid Document Template

- **Details:** Collaborated with Civic Initiatives to create a bid document template and updated the procurement manual. Produced four new bid documents and revised the purchasing policy.

3. ITB for Continuing Fencing Services

- **Details:** Released an Invitation to Bid (ITB) for fencing services and secured three contracts.

4. Main Street Downtown Project

- **Details:** Oversaw bid preparation, advertisement, staff reports, city council approvals, procurement of Construction Engineering & Inspection (CEI) services, and groundbreaking. Provided weekly updates to stakeholders, including business owners and associations, and managed contracts and grants.
- **Grant Management:** Managed funding sources, processed pay requests, ensured compliance with grant contracts, and tracked financial expenditures for state and local funding.
- **Design & Survey Work:** Partnered with contracted engineering firms for streetscape design, traffic planning, and pedestrian safety improvements.

5. Vineyard Village

- **Details:** Managed bid preparation, advertisement, staff reports, city council approvals, groundbreaking, contract management, and grant oversight.
- **Grant Management:** Secured state appropriations funding, coordinated reimbursements, processed change orders, and ensured compliance with grant contract requirements.
- **Design & Survey Work:** Worked with engineering firms on drainage design and utility connections for the project.

6. Contract Management for Blackwater Golf Course

- **Details:** Managed operational contracts and vendor agreements for Blackwater Golf Course, ensuring compliance with lease agreements, maintenance provisions, and financial reporting.

7. Contract Management for Adams Sanitation

- **Details:** Oversaw contract administration with Adams Sanitation, including service agreements, compliance monitoring, and billing coordination.

Grant Management & Funding

1. State Appropriations

- **Details:** Secured state funding for the Benjamin St. septic-to-sewer project, Vineyard Village, and Foxwood septic-to-sewer project. Managed grant applications, city council reports, approvals, and project plans. Recouped $1.6 million in grant reimbursements.

2. TDC Grants

- **Details:** Managed Tourist Development Council (TDC) grants, including grant applications, responding to requests for information, drafting project charters, obtaining approvals, attending TDC meetings, providing project reports, and overseeing grant management.

Committees, Special Roles & Other Contributions

1. Okaloosa County Vulnerability Assessment

- **Details:** Served as a committee member identifying inland and coastal infrastructure, geographic areas, and communities most vulnerable to flooding and sea level rise, along with associated risks.

2. Evaluation Committee Participation

- **Details:** Participated in the evaluation committee for the Total Project Management RFP and Wastewater Treatment Plant Management RFP.

3. Main Street Project Tour

- **Details:** Led a tour for high school interns, showcasing the Main Street project and municipal project management processes.

4. Hosted Wastewater Treatment Plant Tour for Homeschool Group

- **Details:** Collaborated with Jacobs Engineering to organize and lead an educational tour of the Wastewater Treatment Plant for a homeschool group of various ages.

Projects in Progress, Planning, or Design (2025)

1. Redstone Ave at Brookmeade Dr Intersection Improvements

- **Details:** Currently under contract. The project will include signal upgrades, pedestrian safety enhancements, and road modifications.

2. Blackwater Golf Course Parking Lot Improvements

- **Details:** Design phase. Working on expanding and improving parking lots at Blackwater Golf Club, including collaboration with Alday Howell Engineering on design, drainage improvements, and lot reconfiguration.

3. Brookmeade Park Improvements

- **Details:** Design phase. Coordinating with engineering firms and stakeholders for park improvements, including recreational amenities, infrastructure upgrades, and landscaping improvements.

CITY OF CRESTVIEW Item # 12.3.

Staff Report

CITY COUNCIL MEETING DATE: February 10, 2025
TYPE OF AGENDA ITEM: Presentation

TO:	Mayor and City Council
CC:	City Manager, City Clerk, Staff and Attorney
FROM:	Tim Bolduc, City Manager, Barry Henderson, Development Services Director
DATE:	2/6/2025
SUBJECT:	Discussion – Animal Ordinance

BACKGROUND:

Chapter 10 - Animals, of the Code of Ordinances was amended in early 2022, after the City established it's own Animal Services department. Since those amendments have been made a question has been raised as to if 'Section 10-28. - Animal Exploitation', applies to Circuses or similar events/activities.

DISCUSSION:

Section 10-28 of the City Code reads as follows:

Sec. 10-28. - Animal exploitation.

(a)

A person shall not promote, operate, run, participate in, conduct, or allow any exploitative live animal contests, performances, or exhibitions, or other similar activity in which animals are encouraged, forced, or trained to perform in an exploitative, cruel, or harmful manner.

(b)

A person or organization whether for profit, nonprofit, charity, or any other purpose, shall not offer an animal as a prize in response to participation in a contest, drawing of chance, merchandising premiums, promotional giveaways, or any other similar event.

(c)

Violations of this section shall be subject to penalties per section 10-6(d), with a fine set in the comprehensive fee schedule.

This section of code does not explicitly consider Circuses or similar activities as being prohibited as an act of Animal Exploitation. This item is being presented to allow for discussion regarding whether or not staff shall modify this code section to explicitly define circuses and similar activities as being an act of animal exploitation.

This item was added to the agenda at the request of Councilman Bullard.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;
Quality of Life- these areas focus on the overall experience when provided by the city.
Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

There is no anticipated financial impact resulting from this item.

RECOMMENDED ACTION

Staff respectfully requests a consensus regarding the addition of language considering circuses or other similar activities to be considered an act of animal exploitation.

Attachments

None