

City Council Minutes
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 Brookmeade 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.

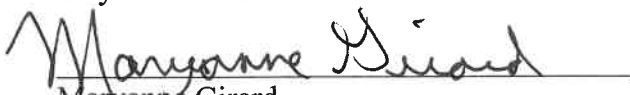
15. Adjournment

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

Minutes approved this 10th day of February 2025.



Doug Capps
Mayor Pro-Tem



Maryanne Girard
City Clerk

Proper Notice having been duly given

