



CITY of CRESTVIEW
CITY COUNCIL

**CITY COUNCIL REGULAR MEETING
SEPTEMBER 8, 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**
 - 2.1. Pastor Josh Neel of Hope City Community Church
- 3. Open Policy Making and Legislative Session**
- 4. Approve Agenda**
- 5. Presentations and Reports**
 - 5.1. Adult Softball City Championship Winners - Crossfit
- 6. Consent Agenda**
 - 6.1. ECSC Utilities for SR85 Bypass Phase 2 Change Order #2
 - 6.2. Urban SDK Contract Renewal
 - 6.3. Data Works Plus, Rapid ID Software and Hardware Support Agreement Renewal
 - 6.4. FLOCK LCA Agreement
 - 6.5. 371 SOCTS Military Training Coordination
 - 6.6. Approval of City Council Regular Meeting Minutes of August 25, 2025
- 7. Public Hearings / Ordinances on Second Reading**
- 8. Ordinances on First Reading**
 - 8.1. Ordinance 2010- Antioch Road Comprehensive Plan Amendment
 - 8.2. Ordinance 2011-Antioch Road Rezoning
- 9. Resolutions**
- 10. Action Items**
 - 10.1. Fire Ladder Truck Purchase
 - 10.2. Special Event Policies and Procedures
- 11. City Clerk Report**
 - 11.1. Appointment of Member to the Police and Fire Retirement Board
 - 11.2. Annual Meeting Notice 2026 Draft Approval
 - 11.3. Monthly Update

12. City Manager Report

12.1. City Manager Updates

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 titles 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.



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Presentation

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Jerry Whitten, Mayor
DATE: 8/11/2025
SUBJECT: Pastor Josh Neel of Hope City Community Church

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



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Presentation

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Jerry Whitten, Mayor
DATE: 9/3/2025
SUBJECT: Adult Softball City Championship Winners - Crossfit

BACKGROUND:

Adult Softball City Championship Winners coached by Mark Purcell.

DISCUSSION:

n/a

GOALS & OBJECTIVES

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

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FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

n/a

Attachments

None



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Carlos Jones, Director
DATE: 9/4/2025
SUBJECT: ECSC Utilities for SR85 Bypass Phase 2 Change Order #2

BACKGROUND:

ECSC served as the contractor for Phase 2 of the SW Crestview Bypass Utilities Project. This phase involved the construction of a new 16" water main, a 16" sanitary sewer force main, a 12" sanitary sewer force main, and a 12" reclaimed water main along the newly developed bypass corridor. The original bid for the project was \$4,920,092.74; however, the State Revolving Fund (SRF) approved funding in the amount of \$4,900,092.74, excluding the \$20,000 sidewalk allowance, which was not accepted. Change Order No. 1, totaling \$<89,390.24>, was previously approved by Council.

DISCUSSION:

Change Order #2 adds the bore required to connect the new waterline to Pineview K-8 School as part of the overall project. At the time of bidding, the exact location for the water connection was still under discussion between the City, County, and School Board. The original contract amount was \$4,920,092.74, and this change order increases the total contract value to \$4,940,404.83.

GOALS & OBJECTIVES

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FINANCIAL IMPACT

The cost associated with Change Order #2 is \$109,702.33, bringing the total project cost to \$4,940,404.83. This total reflects the inclusion of Change Order #1, which resulted in a deduction of \$89,390.24. As a result, the project now exceeds the awarded SRF funding by \$40,312.09. We plan to formally request this additional amount from SRF to cover the shortfall.

RECOMMENDED ACTION

Staff respectfully requests a motion to approve change order #2 to connect the new school to the new waterline.

Attachments

1. Utilities for SR 85 Bypass Roadway - Phase 2. Change Order - 02



ECSC, LLC.
1900 EAST 15TH STREET
PANAMA CITY, FL 32405
(850) 215-4822

PROJECT: City of Crestview - Utilities for the SR 85 Bypass Roadway - Phase 2
8/15/2025

Frank J. Smith
Cell: (850) 481-6966
Email: fsmith@ecscfla.com

Position Code Description		Proposal	Quantity	Unit of Measure	Unit Price	Total Price
Subtotal Description						
1	8" Watermain		25.00	LF	72.85	1,821.25
2	14" Steel Casing (WM – SR85 Crossing)		165.00	LF	319.85	52,775.25
3	8" FPVC Watermain		175.00	LF	133.60	23,380.00
4	8" WM Valve Assembly		2.00	Each	6,155.64	12,311.28
5	16"x18" WM MJ Tee		1.00	Each	5,647.87	5,647.87
6	Fire Hydrant Assembly		1.00	Each	12,597.17	12,597.17
7	8" DI Restrained Sleeve		1.00	Each	1,169.51	1,169.51
Subtotal:						109,702.33
GRAND TOTAL:						109,702.33

Proposal Certification

INCLUDES:

- ITEMS LISTED IN PROPOSAL

CLARIFICATIONS

- CHANGE ORDER 02

PROJECT DATA			
Project Name:	Utilities for the State Road 85 Bypass Roadway – Phase 2		
Project No.:	D3718100	Date:	5/6/2025

RFP DATA			
To Contractor:	ECSC	RFP No:	01
Owner:	City of Crestview	Engineer:	JACOBS

The following modifications in the work have been ordered and authorized:

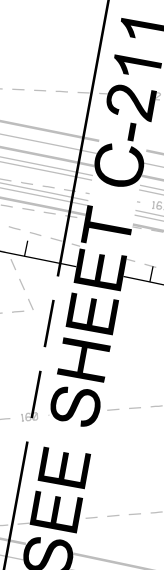
DESCRIPTION OF MODIFICATION:	
1. At approximate station STA 60+13 along the 16" Water Main, install a 16"x8" DI MJ tee followed by an 8" C900 PVC & FPVC piping under the SR 85 Roadway to the western right-of-way. A 14" steel casing shall be installed under the roadway with an 8" FPVC carrier piping. An 8" isolation gate valve shall be installed on both sides of the SR 85 Roadway. Install a fire hydrant assembly on the west side of the road.	
Reference Drawing sheets and section(s) or detail(s):	Reference Specification section(s)/paragraph(s):
- 05-C-210	- Applicable Conformed Specifications

The intent of this Request for Proposal is to document an authorized modification to the Contract Documents involving a potential change in Contract Price or Contract Times in accordance with the General Conditions. This Request for Proposal will be binding upon OWNER and on CONTRACTOR execution of a Change Order.

Issued by Engineer:

By: Jase Brown
Authorized Representative

Date: 5/6/2025



RECLAIMED WATER MAIN, POTABLE
WATER MAIN & SANITARY SEWER
FORCEMAIN - PLAN

CONFIRMED DOCUMENTS

SHEET 12 of 19



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Carlos Jones, Director
DATE: 9/4/2025
SUBJECT: Urban SDK Contract Renewal

BACKGROUND:

Until 2024, pneumatic tubes were used to conduct traffic studies. We have since upgraded to advanced traffic software, resulting in improved efficiency and data accuracy.

DISCUSSION:

Over the past year, Urban SDK has supplied traffic data to the Public Services, Planning, and Police departments under a one-year contract. This trial period was intended to evaluate whether the software offered improvements over the previous system. With the contract set to expire in September, all three departments recommend renewing the agreement for a three-year term based on the enhanced data quality and performance observed.

GOALS & OBJECTIVES

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

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FINANCIAL IMPACT

The contract will run from October 1, 2025, through October 1, 2028. This three-year agreement includes payments of \$19,000 in 2025, \$19,570 in 2026, and \$20,157 in 2027, for a total cost of \$58,727. The contract will be funded through traffic impact fees collected from new developments.

RECOMMENDED ACTION

Staff respectfully requests a motion to approve the 3-year contract for Urban SDK software usage.

Attachments

1. Urban SDK City of Crestview - 3 Year Renewal

City of Crestview, FL - 3 Year Renewal

City of Crestview, Florida

198 North Wilson Street
Crestview, FL 32536
United States

Quote created: May 5, 2025

Quote expires: September 23, 2025

Quote created by: Andrew Stivers

Enterprise Account Manager

andrew.stivers@urbansdk.com

+12145516212

Kyle Lusk

kylelusk@cityofcrestview.org

(850) 682-1560 Ext. 128

Comments from Andrew Stivers

URBAN SDK, INC.

Urban SDK will provide **Crestview FL** with comprehensive Speed, Delay, and Volume data for every roadway. This includes:

- **Speed Data:** A 24-month data backfill starting from the month before the contract signing, with ongoing monthly reports.
- **Delay Data:** A 24-month data backfill starting from the month before the contract signing, with ongoing monthly reports.
- **Volume Data:** Refreshed annually to reflect updated traffic conditions.
- **Roadway Characteristics:** Full network inventory via satellite imagery.
- **Historical Data:** Any historical data supplied by Crestview will be uploaded into the platform, ensuring continuity and a robust dataset for analysis.
- **Customer Support:** Live Chat & Email Support, Knowledge Base How To Articles and Videos, Online Training Webinars
- **User Seats:** 5 Administrative Seats

Contract Start Date 10/1/2025

Contract End Date 10/1/2028

Year 1: \$19,000

Year 2: \$19,570

Year 3: \$20,157

Products & Services

Item & Description	Quantity	Unit Price	Total
Insights Plan Base plan for Urban SDK with 13 Months of Historical Data Archive. License includes: - Insights Analytics & Reporting - Workspace Data Storage - Studio Map Builder - Dashboard Builder - Public Portfolio to Share Dashboards and Maps Monthly Traffic Conditions Data for Functional Road Classes 1-5 - Average Speed - 85% Speed - 95% Speed	1	\$14,500.00 / year	\$14,500.00 / year for 1 year
Traffic Volumes - AADT Range Estimates Functional Road Classes 1-5 - Updated Annually - 1 Year Data Archive	1	\$3,225.00 / year	\$0.00 / year after 100% discount for 1 year
Traffic Delay and Congestion - Monthly Refresh Cycle - Travel Time Delay Functional Classes 1-5 - Buffer Time Index Functional Classes 1-5 - Planning Time Index Functional Classes 1-5	1	\$3,225.00 / year	\$0.00 / year after 100% discount for 1 year

Item & Description	Quantity	Unit Price	Total
Roadway Characteristics Data	1	\$4,500.00	\$4,500.00
### Miles of Annual Roadway characteristics in geospatial data on Functional Class 1-5			for 1 year
Roadway:			
- Road Surface Type (Asphalt / Concrete / Dirt-Gravel / Brick / Other)			
- Average Road Surface Width (ft)			
- Vehicle Lanes (#)			
- Average Lane Width (ft)			
- Average Boulevard Width (ft)			
- Boulevard Side (0 / 1 side / 2 sides)			
- Median Width (ft)			
- Median Type (None / Paved / Vegetation / Raised / Center Turning Lane)			
- Median Barrier Type (None / Guiderail / Fence / Barrier Wall / Cable / Other)			
- Average Shoulder Width (ft)			
- Shoulder Side (0 / 1 side / 2 sides)			
- Centerline Type (None / Solid / Hashed / Other)			
- Curb Type (None / Paved / Raised / Gutter / Other)			
- Curb Side (0 / 1 side / 2 sides)			
- Driveways (#)			
- Driveways Side (0 / 1 side / 2 sides)			
- Street Parking Type (None / Angled / Parallel / Perpendicular)			
- Street Parking Side (0 / 1 side / 2 sides)			
- Estimated Street Parking Stalls (#)			
Active Transportation:			
- Average Sidewalk Width (ft)			
- Sidewalk Side (0 / 1 side / 2 sides)			
- Sidewalk Type (None / Concrete / Multi-Use / Other / Mixed)			
- Average Sidewalk Road Separation (ft)			
- Sidewalk Separation Type (None / Paved / Raised / Bollards / Vegetation / Other)			
- Average Bike Width (ft)			
- Bike Side (0 / 1 side / 2 sides)			
- Bike Type (None / Dedicated / Sharrow / Other / Mixed)			
- Average Bike Road Separation (ft)			
- Bike Separation Type (None / Paved / Raised / Bollards / Vegetation / Other)			
- Crosswalks (#)			

Item & Description	Quantity	Unit Price	Total
Provided as Point Data (Latitude/longitude):			
- Intersections (Unsignalized / Signalized)			
- Crosswalks			
- Driveways			
Urban SDK User Seat	5	\$1,250.00	\$0.00 / year
Urban SDK Administrative Access		/ year	after 100% discount for 1 year
Customer Support	1	\$0.00 / year	\$0.00 / year
- Live Chat & Email Support			
- Knowledge Base How To Articles and Videos			
- Online Training Webinars			
Annual subtotal			\$14,500.00
			after \$12,700.00 discount
One-time subtotal			\$4,500.00
Total			\$19,000.00

Terms and Conditions

Our agreement is effective as of the Effective Date set forth below, is entered into by and between the Buyer identified as Customer below ("Customer") and Urban SDK, Inc., a Delaware corporation, with its principal place of business located at 100 N Laura St, Ste 602, Jacksonville, FL 32202 ("Urban SDK"). The parties acknowledge and agree that they have read and understand this Agreement and, upon execution, are legally bound by it.

This Agreement includes this "Signature" or any other ordering document referencing this Agreement, the Terms and Conditions available at Terms and Conditions, all statements of work entered into in connection with this Agreement ("Statement(s) of Work").

Signature

Signature

Date

Printed name

Countersignature

Countersignature

Date

Printed name



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Stephen McCosker, Police Chief
DATE: 9/4/2025
SUBJECT: Data Works Plus, Rapid ID Software and Hardware Support Agreement Renewal

BACKGROUND:

Data Works Plus is the parent company of an item used by the Crestview Police Department called Rapid Identification Biometric Fingerprint Scanners, from this point on referred to as "Rapid ID." This is a contract renewal for the Rapid ID scanners used by the Crestview Police Department. These devices are used by the Crestview Police Department for quick, on-the-spot identity verification. The devices allow our officers to capture one or two fingerprints at an arrest or during a traffic stop, then instantly compare them against state and federal databases to check for warrants, criminal history, or false identity. These devices are also used when the person does not have the ability to speak or is incapacitated due to a medical event.

DISCUSSION:

The Crestview Police Department has used Rapid ID since 2021. This agreement will renew the existing software and hardware support agreement for another year. This agreement provides free remote software updates, remote dial-in analysis and free shipping for covered items listed as follows: 3 Evolution hand-held scanners, 3 Data Works Plus Rapid ID software licenses, 3 two-factor fingerprint log-in software licenses, 3 Mobile Device Management annual subscriptions, 1 Rapid ID Device Manager Server Software-Lite.

Not having the Rapid ID system can increase the time and ability of our officers to identify individuals and may increase the time to notify next of kin and/or gather important information needed to provide exceptional police services to our citizens.

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.

Safety- Ensure the continuous safety of citizens and visitors

FINANCIAL IMPACT

The Data Works Plus Rapid ID is a budgeted item. The cost of this agreement renewal is \$1,533.84.

RECOMMENDED ACTION

Staff respectfully request a motion of approval for the continuation of the contractual agreement.

Attachments

1. Rapid ID Agreement

AGENCY: Crestview Police Department
201 Stillwell Blvd
Crestview, FL 32539

Term Effective **Start: 8/15/2025** **End: 8/14/2026**

NOTE: THIS DOCUMENT IS NOT AN INVOICE. AGENCY MUST RETURN SIGNED COPY OF RENEWAL OR A PURCHASE ORDER IN ORDER TO RECEIVE INVOICE.

STANDARD SOFTWARE AND HARDWARE SUPPORT: (AMOUNT: \$1,533.84)

- 8 a.m. – 5 p.m. (M-F, Excluding Holidays) Telephone Support: 2 Hour Response
- Free Remote SOFTWARE Updates for DataWorks Plus Applications During Normal Business Hours
– does not include Operating System
- Remote Dial-in Analysis
- Shipping for Covered Defective HARDWARE (listed below) with Remote Installation Assistance

DWP Job Number 21-00813, PO# 212017:

FINAL YEAR OF HARDWARE COVERAGE. SEE SECTION 10.

Hardware:

Three (3) Evolutions

- Serial Numbers: 503900, 503906, 503907

Software:

Three (3) DataWorks Plus Rapid-ID Software Licenses

Three (3) Two-Factor Fingerprint Login Software Licenses

Three (3) Mobile Device Management Annual Subscriptions (MDM)

One (1) Rapid-ID Device Manager Server Software- Lite

- Support up to 20 devices

1. REPORTING A PROBLEM TO DATAWORKS PLUS:

- 1.1 The **Agency** can contact Technical Support using either of the following options:
 - Toll-free telephone support (**866-632-2780, dial "3" for Customer Support**)
 - Email: support@dataworksplus.com
- 1.2 The **Agency** should use our toll-free number to report problems that require immediate attention. To expedite the problem, the **Agency** needs to have readily available, the machine name or IP address of HARDWARE or SOFTWARE with the problem, the type of SOFTWARE with the issue and a sample record number.

2. DATAWORKS PLUS RESOLUTION PROCESS: (SEE ADDENDUM/EXCLUSIONS)

- 2.1 DATAWORKS PLUS Technical Support Team will open a ticket in our tracking system as acknowledgment of an issue reported to us. The **Agency** can request the ticket number for their tracking purposes.
- 2.2 DATAWORKS PLUS Technical Support will connect to the system remotely to determine the problem and resolution.
 - DATAWORKS PLUS will contact the **Agency** upon closure of the ticket.
 - DATAWORKS PLUS will, at no additional expense to the **Agency**, correct any failures of the covered SOFTWARE to meet its specifications.
 - NOTE: If **Agency** will not provide DATAWORKS PLUS with remote dial-in access for support issues and DATAWORKS PLUS is required to go to **Agency** site(s) to determine the problem and resolution, resolution time will be delayed and **Agency** will be financially responsible for DATAWORKS PLUS travel time and out-of-pocket expenses.
- 2.3 If the remote site support does not satisfactorily resolve the problem, DATAWORKS PLUS may choose to send a qualified technician to your site to correct the problem. The decision to send a technician onsite will be at the sole discretion of DATAWORKS PLUS and will be done at no additional expense to the **Agency**.

3. DATAWORKS PLUS RESPONSIBILITIES TO SOFTWARE:

- 3.1 DATAWORKS PLUS will, at no additional expense to the **Agency**, provide all enhancements, additions and updates to the SOFTWARE. The **Agency** can contact our Technical Support team to schedule SOFTWARE updates for any SOFTWARE purchased from DATAWORKS PLUS; does not include Operating System. All SOFTWARE updates should be scheduled during normal business hours. Fees for non-business hours updates can be provided as needed.
 - ✓ DATAWORKS PLUS warrants that its products are free from viruses. Any virus introduced to the **Agency's** system by DATAWORKS PLUS will be remedied at the sole expense of DATAWORKS PLUS.

4. AGENCY'S RESPONSIBILITIES:

- 4.1 Maintenance does not cover virus protection or system failure due to virus infection. The on-site system administrator is responsible for Operating System and SQL patches/updates as well as Anti-virus SOFTWARE updates. The **Agency** will be responsible for any damage or failure caused by a computer virus. In the event that a system becomes infected and the **Agency** requires assistance, DATAWORKS PLUS will assist the **Agency** on a time and materials basis. Systems that have been infected can contact DATAWORKS PLUS to assist with rebuilds after they have completed a complete virus scan and malware scan of the system.
- 4.2 However, the **Agency** can, at no additional expense, contact our technical support team for assistance in setting the proper exclusions for anti-virus solutions provided by the **Agency**.
- 4.3 The **Agency** is responsible for providing a backup solution and ensuring that backups are being conducted. The **Agency** can, at no additional expense, contact DATAWORKS PLUS support to configure SQL backups to disk or USB drive. DATAWORKS PLUS encourages customers to provide a 3rd party backup solution.
- 4.4 Agencies that need to replace agency-provided hardware can contact DATAWORKS PLUS for a services quote to migrate databases and/or applications. The agency, in this event, will be responsible for the following: Replace the hardware, install the OS and patches, install SQL, and provide a means of access (VPN or dial-in) to the new hardware. DATAWORKS PLUS will be responsible for re-loading the DATAWORKS PLUS software and working with the customer to recover the database.

5. DATAWORKS PLUS HARDWARE RESPONSIBILITIES: (The section below relates only to HARDWARE listed on this contract as covered by DATAWORKS PLUS – See covered hardware beginning on Page One to determine if this section applies to your Agency)

- 5.1 DATAWORKS PLUS will, at no additional expense to the **Agency**, repair or replace any piece of covered HARDWARE that malfunctions due to normal wear and tear based on manufacturer specifications at the time of purchase. This does not cover HARDWARE malfunctions due to acts of God, abusive damage or accidents, or HARDWARE/HARDWARE components replaced at the discretion of the **Agency**.
- 5.2 This contract does not include consumable items such as (but not limited to) batteries, printer paper, printer ribbons, toner, photographic paper, print heads, magnetic tapes, or transfer ribbons for printers. This applies only to customers who have purchased printers from DATAWORKS PLUS and those printers are under a current support agreement.
- 5.3 DATAWORKS PLUS reserves the right to replace any piece of covered HARDWARE with the same or comparable model if the existing model is no longer available. The decision to replace HARDWARE is at the sole discretion of DATAWORKS PLUS.
- 5.4 DATAWORKS PLUS reserves the right to discontinue coverage for printers that become "general use" printers, instead of printers used exclusively for DATAWORKS PLUS applications.
- 5.5 DATAWORKS PLUS will, at no additional expense to the **Agency**, provide next-day delivery (except Sundays and Holidays, in which case, delivery will be scheduled for the next business day) of a replacement unit for any piece of covered HARDWARE that malfunctions due to normal wear and tear. DATAWORKS PLUS will provide next-day delivery by UPS Red Label, FedEx Priority Overnight, or a similar service. Replacement units will be loaned to the **Agency** until DATAWORKS PLUS has

repaired the failed unit or until DATAWORKS PLUS makes the decision to provide a permanent replacement.

- 5.6 DATAWORKS PLUS will provide telephone assistance for connectivity for defective HARDWARE listed below: Camera equipment, panner sets, keyboards, external disk drives, monitors, mice.
- 5.7 DATAWORKS PLUS will, at no additional expense to the **Agency**, provide all computer-related and firmware updates as deemed necessary, for all computer equipment purchased from DATAWORKS PLUS and all DATAWORKS PLUS SOFTWARE applications. Additional charges may apply for firmware upgrade for mobile devices.
- 5.8 Armband Hardware: Armband hardware purchased from and provided by DATAWORKS PLUS is specifically engineered and designed for exclusive use with DATAWORKS PLUS armbands. We cannot guarantee the effectiveness of this equipment when used with other brands of armbands/wristbands and their application. Using armbands/wristbands from a vendor other than DATAWORKS PLUS may void the maintenance agreement. This hardware includes: Trim Die Hole Punch, Model 5560 Laminator, Rivet Tool, and Armband Photo Die Cutter.
- For defective armband hardware: DATAWORKS PLUS will ship the defective hardware to our headquarters at no expense to the **Agency**. DATAWORKS PLUS will repair the armband hardware and ship the original hardware back to the **Agency**. No loaner equipment will be provided during this time.

6. CONNECTIVITY:

- 6.1 DATAWORKS PLUS can provide remote connectivity SOFTWARE (such as VNC or Remote Desktop) necessary to provide remote site support. The **Agency** is responsible for providing a VPN or direct-inward-dial telephone line. DATAWORKS PLUS is not responsible for any annual or monthly SOFTWARE fees for connectivity purposes.

7. ADDITIONAL TRAINING:

- 7.1 Upon request, DATAWORKS PLUS will provide a 30% discount on refresher training to the **Agency**. Quotes for training can be obtained by contacting the **Agency's** account manager.

8. ASSISTANCE BEYOND THE SCOPE OF THIS CONTRACT:

- 8.1 Additional engineering, development, or support efforts by DATAWORKS PLUS, beyond the scope of this agreement, may be billable. This includes, but is not limited to, the following items:
- Migration of applications and/or databases to new hardware
 - Migration of DataWorks Plus applications to agency-provided hardware
 - Physical relocation of hardware
 - Interface modifications needed due to changes made outside of DataWorks Plus applications.
- The agency can contact DataWorks Plus for billable rates.

9. CONTRACT CANCELLATION:

- 9.1 The **Agency** through written notification to DATAWORKS PLUS may cancel this maintenance/support agreement; a minimum of 30 days is required for this notice. Any unused portion of the maintenance/support costs listed on this contract will be refunded to the **Agency** at a pro-rated amount.

10. END OF LIFE POLICY:

DATAWORKS PLUS guarantees hardware support for five years and will give the ***Agency*** a one year written notification regarding hardware that is approaching end of life. End of Life refers to hardware that we can no longer maintain due to age. Customers with end of life notifications should contact their Account Manager for options.

***See Addendums A and B for information on moving SOFTWARE licenses to new HARDWARE and Decline of Maintenance.*

If the Agency requires the CJIS security addendum documentation for our support staff, please contact Support and this will be sent at the earliest.

CJIS, SOC II, or other audit reports needed by the customer will be billed additionally at the standard hourly rate. For a custom quote, contact your account manager.

By signing this contract, you consent to allowing DataWorks Plus employees to use text messages as a means of communication.

DATAWORKS PLUS

Agency: _____

Federal ID: 57-1104887

Name: _____

Name: Jessica Mensing

Signature: Jessica Mensing

Signature: _____

Date: August 15, 2025

Title: _____

Date: _____

PO#: _____

DATAWORKS PLUS INTERCONNECT CONFERENCE REGISTRATION FORM

- ☐ Please check the box if you would like to be billed for attending our InterConnect advanced training conference. This will be added to your maintenance invoice.

Price is \$2,500.00 per individual and includes airfare and hotel accommodations. Money can be refunded as long as no tickets or confirmed reservations have been made.

_____	x	\$2,500.00	=	_____
# Attendees	x	\$2,500.00	=	Total

The total will be added to your maintenance invoice or you can request a separate invoice. Check our website regularly for more details.

www.DataWorksPlus.com

ADDENDUM A

Occasionally, customers have a need to move our SOFTWARE licenses to new HARDWARE, either due to HARDWARE failure or simply as a HARDWARE upgrade. DATAWORKS PLUS considers application upgrades as a part of our standard maintenance plan. However, system moves are not covered under the plan. Customer should contact DATAWORKS PLUS for pricing for system moves. Customers who need to move SOFTWARE/databases to new HARDWARE will need to do the following:

1. Contact DATAWORKS PLUS at **866.632.2780** for pricing and scheduling;
 2. Provide DATAWORKS PLUS with an equivalent HARDWARE solution as the original HARDWARE, with any SOFTWARE installed that was originally installed by the Agency;
 3. Provide VPN access to the new system and the old system simultaneously until the move is complete;
 4. Provide access to system backups and logs.
 5. DATAWORKS PLUS understands that some Agencies prefer to handle application license moves to customer owned HARDWARE without DATAWORKS PLUS assistance. In this instance, it is the Agencies responsibility to notify DATAWORKS PLUS so that maintenance coverage will continue for the license(s). The following information should be given to DATAWORKS PLUS to update license information on the maintenance record:
 - Previous machine name and IP
 - New machine name and IP
- DATAWORKS PLUS is not responsible for providing on-site assistance in the event of customer provided hardware failure.
- DATAWORKS PLUS is not responsible for engineering/development work to reconstruct corrupt databases due to customer-provided hardware failure, or failure due to viruses/malware.
- Customers who wish to schedule license moves and/or hardware upgrades may contact DATAWORKS PLUS for fees and scheduling.
- Customers may contact us for pricing for a maintenance uplift plan that includes software license moves.
- Our standard rates of \$180 per hour, 2 hour minimum, will apply for any installation or deployment related support issues after the initial training and installation for Kiosk.

ADDENDUM B – DECLINE OF MAINTENANCE

The following information is included in the event that your agency declines maintenance with DATAWORKS PLUS:

Should you need assistance going forward, please note the Time and Materials process below:

- If technical assistance is needed, please contact DATAWORKS PLUS at 866.632.2780 x 3.
- DATAWORKS PLUS will open a ticket for your Agency and work to get you a quote for services.
- Your agency will be provided the information necessary so your agency can issue a purchase order for services. Typically, this purchase order will be for the two-hour minimum.
- Upon receipt of the purchase order, our technicians will connect to your site to determine the cause of the problem and an estimate of time for resolution.
- If the problem can be resolved during the two-hour minimum time-frame listed in the purchase order, we will proceed with the repair. DATAWORKS PLUS support technicians will contact your Agency before going above the time limit issued by your Agency.
- If the problem requires HARDWARE to resolve, DATAWORKS PLUS will issue your Agency a quote for the HARDWARE separately, provided the HARDWARE is not listed as obsolete by DATAWORKS PLUS. T&M agencies are responsible for shipping costs for the replacement HARDWARE. Be advised that significant downtime could result if hardware repairs are warranted.
- Upon closure of the ticket, DATAWORKS PLUS will issue an invoice with the purchase order given at the time of the initial call. Please note that agencies with current maintenance contracts will get priority in our support tracking system. However, we are happy to give agencies a time-frame for resolution.
- DATAWORKS PLUS does not provide on-site support for non-maintenance customers.
- DATAWORKS PLUS does not provide SOFTWARE upgrades for non-maintenance customers. Be advised that some SOFTWARE upgrades may be required to remain in compliance with state certifications. Non-maintenance customers can purchase SOFTWARE upgrades at the prevailing rate.



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Stephen McCosker, Police Chief
DATE: 9/4/2025
SUBJECT: FLOCK LCA Agreement

BACKGROUND:

The Crestview Police Department currently contracts with FLOCK Safety to provide technology services, including automated license plate recognition systems, in support of criminal justice operations.

The FBI Criminal Justice Information Services (CJIS) Security Policy requires that vendor employees with access to Criminal Justice Information (CJI) undergo fingerprint-based background checks, security awareness training, and execution of security addendum agreements.

To meet these requirements, the Panama City Beach Police Department has offered to serve as the Lead Contract Agency (LCA). In this role, Panama City Beach PD will conduct background checks, maintain compliance documentation, and provide regular updates to partner agencies, including Crestview PD, which will serve as a Contract Agency (CA).

DISCUSSION:

The Lead Contract Agreement creates efficiencies by eliminating redundant processes across agencies while ensuring full compliance with FDLE and FBI requirements.

Key provisions of the agreement include:

- Fingerprinting and screening of FLOCK Safety employees by the LCA.
- Maintenance and sharing of authorized personnel lists.
- Immediate notification of any disqualifying issues, terminations, or changes in vendor staff status.
- Security awareness training and signed security addendum requirements for all vendor personnel.

This interagency partnership strengthens law enforcement collaboration while ensuring vendor compliance with state and federal criminal justice security standards.

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

There is no direct financial impact to the City of Crestview. Costs associated with FLOCK Safety services are included under existing contracts. Administrative responsibilities for vendor screening are assumed by the Panama City Beach Police Department.

RECOMMENDED ACTION

Staff respectfully requests a motion to approve the execution of the LCA agreement.

Attachments

1. FLOCK LCA Agreement

Eusebio
Talamantez, Jr.
Chief of Police



Chad Lindsey
Deputy Chief of Police



"Dedicated to Excellence"

17115 Panama City Beach Parkway, Panama City Beach, Florida

Phone: (850) 233-5000 Fax: (850) 233-5013

www.beachpolice.org

**Lead Contract Agreement for Interagency Information Sharing
Of Vendor Personnel Security Screening Requirements of Vendor Name**

WHEREAS, The *Panama City Beach Police Department*, hereafter referred to as Lead Contract Agency (LCA), and the *Florida Police Department*, hereafter referred to as Contract Agency (CA), are both criminal justice agencies, formally recognized by the Federal Bureau of Investigation (FBI) and the Florida Department of Law Enforcement (FDLE); and

WHEREAS, The LCA and the CA are headquartered within the boundaries of the State of Florida;

WHEREAS, both the LCA and CA have entered into Criminal Justice User Agreements (UA) with FDLE and are required to abide by the FBI CJIS [Criminal Justice Information Systems] Security Policy (CJISSECPOL) for access to state and national Criminal Justice Information (CJI) as defined by the CJISSECPOL; and

WHEREAS, the FDLE CJIS Director functions as the CJIS Systems Officer (CSO) for the State of Florida, required by the CJISSECPOL and UA to grant and authorize access to CJI within the State of Florida; and

WHEREAS, both the LCA and CA are currently contracting with and have a contract for services with *FLOCK Safety*, a private company, for services supporting the administration of criminal justice and systems containing CJI; and

WHEREAS, the CJISSECPOL requires criminal justice agencies to execute a Vendor Contract with non-governmental entities who are contracted to provide services with access to criminal history record information in support of the administration of criminal justice; and

WHEREAS, *FLOCK Safety* is required to adhere to the FBI CJIS Security Policy Security Addendum Process,

WHEREAS, the LCA is willing to share *FLOCK Safety* employee background screening information obtained from state and national fingerprint -based records checks with the CA, in a manner consistent with the requirements of the CJISSECPOL;

NOW THEREFORE, the parties agree as follows,

1. The LCA will fingerprint, submit and retain the requisite identification information on *FLOCK Safety* employees who require unescorted physical or logical access to CJI and/or CJI Systems and Networks. The LCA will use its criminal justice ORI for submitting fingerprints required by the CJISSECPOL and UA.

Captain Jason Jones
Field Services

Captain Wayne Maddox
Criminal Investigations

Captain Richard McClanahan
Professional Standards

Captain John Deegins
Administration

2. The LCA will maintain a current and complete list of all **FLOCK Safety** employees who have been authorized access to CJI. Employee information shall include name, date of birth, social security number, date fingerprinted, as well as the date initially trained, tested, certified, or recertified.
3. The LCA shall provide to the CA the list of all **FLOCK Safety** employees who are authorized access to CJI.
4. When any change occurs to the list of authorized **FLOCK Safety** employees, the LCA shall provide to the CA the corrected or revised list of authorized **FLOCK Safety** employees, and specifically identify any additions, deletions or modifications to the list.
5. The LCA will notify the CA in the event that a **FLOCK Safety** employee, whether seeking or already authorized access to CJI, is denied such access by the FDLE CSO.
6. Upon notification/determination of any type of reported or observed criminal or other disqualifying activity by a **FLOCK Safety** employee authorized access to CJI, the LCA shall immediately notify the CA via formal correspondence of the employee activity.
7. The LCA shall immediately notify the CA upon learning of the termination or suspension from employment of a **FLOCK Safety** employee authorized access to CJI.
8. The LCA shall ensure **FLOCK Safety** employees complete appropriate security awareness training as identified in the CJISSECPOL.
9. The LCA shall ensure **FLOCK Safety** employees sign the CJIS Security Addendum Certification Page and shall retain those copies as required by the FBI CJIS Security Policy and the FDLE User Agreement.
10. In the event that **FLOCK Safety** outsources any work to a third party vendor or contractor, the LCA will be responsible to ensure that all vendor employees are fingerprinted under the LCA's ORI, take and maintain appropriate level of Security Awareness Training, maintain a signed security addendum certification page of all vendor personnel, maintain the required vendor personnel personal information (as outlined under 2) and provide all the information to the CA as it pertains to their systems or equipment.
11. The CA shall designate a primary and secondary point of contact within its agency to receive information and updates regarding **FLOCK Safety** and any third-party vendors/contractors of the **FLOCK Safety** employees authorized to access CJI.
12. The LCA shall defer to the FDLE CSO regarding any issues with respect to CJI access eligibility as required by the CJISSECPOL and the U/A.
13. The LCA shall have formal written guidelines defining the processes associated with implementation of this Agreement.
14. The LCA will forward a copy of this agreement to the FDLE CSO.
15. Either party may terminate this agreement upon thirty (30) days written notice to the other.
16. This Agreement constitutes the entire agreement of the parties and may not be modified or amended except by written amendment signed by authorized representatives of both parties.

Captain Jason Jones
Field Services

Captain Wayne Maddox
Criminal Investigations

Captain Richard McClanahan
Professional Standards

Captain John Deegins
Administration

Home of the world's most beautiful beaches.

17. Both parties acknowledge that the CJI authorized to be shared by this Agreement is subject to restrictions on access and dissemination under federal and state law, and that failure to abide by those restrictions can result in loss of access to CJI.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their authorized representatives, effective on the date last signed.

Panama City Beach Police Department (LCA)

Agency Head

Date

Witness

Date

Florida Police Department (CA)

Agency Head

Date

Witness

Date

Captain Jason Jones
Field Services

Captain Wayne Maddox
Criminal Investigations

Captain Richard McClanahan
Professional Standards

Captain John Deegins
Administration

Home of the world's most beautiful beaches.



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Stephen McCosker, Police Chief
DATE: 9/4/2025
SUBJECT: 371 SOCTS Military Training Coordination

BACKGROUND:

The 371st Special Operations Combat Training Squadron (SOCTS), based at Hurlburt Field, Florida, submitted a Memorandum for Record to the Crestview Police Department of its intent to conduct military training exercises within the city's jurisdiction during Fiscal Year 2026. These exercises are part of the squadron's operational readiness program and will be coordinated in advance with designated representatives from the Crestview Police Department.

DISCUSSION:

Training activities will involve military personnel operating in civilian attire, without weapons or ammunition, and under strict behavioral protocols to avoid public disruption. All participants will carry military identification and exercise control cards. The SOCTS has committed to:

- Providing at least one week's notice prior to any training event
- Ensuring all participants comply with law enforcement directives
- Coordinating any requests for active participation (e.g., traffic stops, questioning) at least one month in advance
- Offering public affairs support through Hurlburt Field's PA office
- Maintaining a low-risk training profile with oversight from government and contract instructors

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.

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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

There is no financial impact.

RECOMMENDED ACTION

Staff respectfully requests a motion to acknowledge and approve coordination with the 371st Special Operations Combat Training Squadron and authorize the requested signature.

Attachments

1. 2025 08 18 371 SOCTS



DEPARTMENT OF THE AIR FORCE
371ST SPECIAL OPERATIONS COMBAT TRAINING SQUADRON (AFSOC)



15 Aug 25

MEMORANDUM FOR RECORD

FROM: 371 SOCTS
649 Red Horse Rd.
Hurlburt Field FL 32544

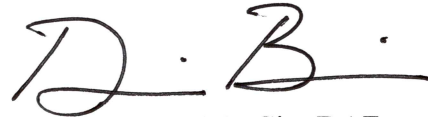
TO: Crestview Police Department

SUBJECT: Military Training Coordination

1. The 371st Special Operations Combat Training Squadron (SOCTS), located at Hurlburt Field, Florida, will be conducting military training exercises in your jurisdiction during FY 26.
2. Any training conducted within your jurisdiction will be coordinated with the designated representative from your organization with at least a one-week notification prior to the event. No training will be conducted without prior approval and coordination with the designated representative. All participants will respect and comply with all law enforcement officer directives and will never display a threatening demeanor. All members will carry proper military identification and an exercise card identifying them as participants in the exercise.
3. Training will be conducted by military personnel with government and contract instructor oversight. Students and instructors will be in civilian clothing and will not be carrying any type of weapons or ammunition during any portion of training nor assume any threatening posture that may draw undue attention. All training personnel will receive a briefing on public affairs guidance and procedures to follow and will carry exercise control cards as a risk mitigation measure. The Hurlburt Field Public Affairs (PA) office will be available to assist and answer your organization with any PA guidance questions prior, during, and/or after any exercise execution should the unlikely need arise. We assess the overall risk of this training to be **LOW**.
4. The 371 SOCTS may request your department's cooperation in execution of certain training objectives which may include traffic stops, searches and questioning of exercise participants. Any request for your department's exercise involvement will be coordinated at least one month prior to exercise execution.
5. If any questions arise, representatives from the 371st SOCTS will be available to provide additional clarification or address any concerns that you may have. If necessary, please contact our primary point of contact Mr. Rod Gunter, 371 SOCTS/FST at 850-884-4301 or contact me directly, Mr. Dirk Baier, 371 SOCTS, 850-884-7337, dirk.baier.2@us.af.mil to discuss any matters pertaining to this training.

PROFESSIONAL - PROVEN - ADAPTIVE

6. Thank you for your coordination and support in this matter and enabling us to train our Air Commando's for future worldwide operations and deployments.

A handwritten signature in dark ink, appearing to read 'D. B.', with a horizontal line extending from the end of the 'B'.

DIRK M. BAIER, Civ, DAF
Chief, Field Skills Training Division

1st Ind, Crestview Police Department

MEMORANDUM FOR 371 SOCTS/FST

By signing this Memorandum for Record regarding Military Training dated 15 Aug 25, I acknowledge I have been briefed by the 371 SOCTS personnel and approve the conduct of this training in accordance with the above guidance. I affirm that I have the authority to approve these activities. Additionally, we acknowledge the 371 SOCTS request that we disseminate exercise information and advice all patrol officers daily of activities during the pre-coordinated events.

Crestview Police Department



Staff Report

CITY COUNCIL MEETING DATE: September 8, 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: 9/3/2025
SUBJECT: Approval of City Council Regular Meeting Minutes of August 25, 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;

Foundational-

Communication- To engage, inform and educate public and staff.

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

A motion to approve the City Council regular meeting minutes of August 25, 2025.

Attachments

1. 08252025 City Council Regular Meeting Minutes Draft

City Council Minutes - DRAFT
August 25, 2025
6:00 p.m.
Council Chambers

1. Call to Order

The Regular Meeting of the Crestview City Council was called to order at 6:00 p.m. by Mayor JB Whitten. Council members present: Mayor Pro-Tem Doug Capps and Council members: Ryan Bullard, Brandon Frost, Dusty Allison, and Shannon Hayes. Also present: City Manager Jessica Leavins, City Clerk Maryanne Girard, City Attorney Jonathan Holloway, and various staff members.

2. Invocation, Pledge of Allegiance

2.1. Elder Jeff Childers of The Shepherd's Church

The Invocation and Pledge of Allegiance was led by Elder Jeff Childers of The Shepherd's 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 Brandon Frost and seconded by Councilmember Shannon Hayes 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

5.1. Presentation of Certificates of Appreciation to the Juneteenth Volunteers from 7th Group

Mayor JB Whitten requested Dr. Brown and Warren Feister to come forward.

Dr. Brown thanked the City Council, Mayor and City Manager. She presented the volunteers from the 7th Group with a Certificate of Appreciation for their work at the Juneteenth celebration. She said the event is getting bigger every year. Mr. Feister read each Certificate of Appreciation.

6. Consent Agenda

Mayor JB Whitten called for action.

Motion by Councilmember Shannon Hayes and seconded by Councilmember Brandon Frost 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. Benjamin Street Low-Pressure Sewer Force Main Improvements Notice of Award

- 6.2. LEXIPOL Agreement
- 6.3. Mutual Aid Agreement (Child Abduction Response Team)
- 6.4. Barge TO 2022-2 Amendment #1
- 6.5. RollKall Contractual Agreement Approval
- 6.6. Approval of City Council Regular Meeting Minutes of August 11, 2025
- 6.7. Approval of City Council Budget Workshop Minutes of August 11, 2025
- 6.8. Approval of City Council Budget Special Meeting and Retreat Minutes of July 8, 2025

7. **Public Hearings / Ordinances on Second Reading**

7.1. Ordinance 2003 - Brock Avenue Annexation

CDS Planning Administrator Nicholas Schwendt presented Ordinance 2003, Brock Avenue Annexation, to the City Council. He went over the details of the unincorporated area of Okaloosa County and mentioned the annexation plan and zoning are included. He added the lot measures 50 x 100.

He then asked the City Clerk to read Ordinance 2003 by title.

City Clerk Maryanne Girard read Ordinance 2003 aloud: An Ordinance Annexing to the City of Crestview, Florida, ± 0.17 Acres of Contiguous Lands Located In Section 21, 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 JB Whitten called for comment from the Council and from the public.

Ms. Kristen Krieger came forward and explained that her lot is next to the proposed annexation. She voiced her concern about water run-off, as they have drainage issues. She was concerned about the structure, as well as there is only one exit on the small lot.

Motion by Mayor Pro-Tem Doug Capps and seconded by Councilmember Shannon Hayes to adopt Ordinance 2003 on second reading.

Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

7.2. Ordinance 2004 - Brock Avenue Comprehensive Plan Amendment

CDS Planning Administrator N. Schwendt presented Ordinance 2004, Brock Avenue Comprehensive Plan Amendment, to the City Council. He said the change

of use is to a residential designation. He then asked the City Clerk to read Ordinance 2004 by title.

City Clerk Maryanne Girard read Ordinance 2004 aloud: 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 Low Density Residential To Residential (R) On Approximately 0.17 Acres, More Or Less, In Section 21, 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 JB Whitten called for comment from the Council.

Mayor Whitten explained that the run-off would be addressed if a development order comes in.

Mayor JB Whitten called for comment from the public.

Ms. Kristen Kreiger came forward and said the lot is too small and there are no parking options. She said the quality of life would be impossible because of the small lot size.

Mr. Chad Crandall came forward and asked if permitting would have to be allowed if the comprehensive plan is changed. City Attorney Jon Holloway responded that it is not a change in the comprehensive plan, as it is just changing the boundaries.

Motion by Councilmember Shannon Hayes and seconded by Councilmember Dusty Allison to approve Ordinance 2004 on 2nd reading for final adoption.

Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

7.3. Ordinance 2005 - Brock Avenue Rezoning

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

CDS Planning Administrator N. Schwendt presented Ordinance 2005, Brock Avenue Rezoning, to the City Council. He mentioned the future land use map will be updated, as well. He asked that the staff report be entered into the record: On May 20, 2025, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Brock Avenue. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The application requests the Single and Multi-Family Density Dwelling District (R-3) zoning designation for the property. The request for rezoning was approved by the Planning and Development Board via Ordinance 2005

on July 7, 2025 and approved by the City Council on August 11, 2025. The property description is as follows: Property Owner: WATREE CONST & LAND DEV LLC; Parcel ID: 21-3N-23-1670-0014-0030; Site Size: 0.17 acres; Current FLU: Okaloosa County Low Density Residential; Current Zoning: Okaloosa County Residential-1; Current Land Use: Vacant. The following table provides the surrounding land use designations, zoning districts, and existing uses. Direction: North; FLU: Residential (R); Zoning: Single and Multi-Family Density Dwelling District (R-3); Existing Use: Residential. Direction: East; FLU: Okaloosa County Low Density Residential; Zoning: Okaloosa County Residential-1; Existing Use: Residential; Direction: South; FLU: Residential (R); Zoning: Single and Multi-Family Density Dwelling District (R-3); Existing Use: Residential; Direction: West; FLU: Residential (R); Zoning: Single and Multi-Family Density Dwelling District (R-3); Existing Use: Residential.

The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property can be developed for residential use. Staff reviewed the request for rezoning and finds the following:

- The proposed zoning is consistent with the proposed future land use designation.
- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.
- The requested use is not substantially more or less intense than allowable development on adjacent parcels.

Courtesy notices were mailed to property owners within 300 feet of the subject property on June 13, 2025. A letter was sent via certified mail to the Okaloosa Board of County Commissioners on June 20, 2025. The property was posted on June 23, 2025. An advertisement ran in the Crestview News Bulletin on June 26 and July 3, 2025.

He then asked the City Clerk to read Ordinance 2005 by title.

City Clerk Maryanne Girard read Ordinance 2005 aloud: An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 0.17 Acres, More or Less, of Real Property, Located In Section 21, Township 3 North, Range 23 West, From the Okaloosa County Residential-1 Zoning District to the Single And Multi-Family Density Dwelling District (R-3) 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 JB Whitten called for comment from the Council and from the public.

City Attorney J. Holloway explained that the Public Hearing portion testimony is to be fact-based evidence adding the rezoning comments must be based on competent evidence.

Ms. Kristen Kreiger was sworn in to provide testimony. She mentioned the size of the lot being too small, and City Attorney J. Holloway explained the lot is the same size as her lot. He added there are site restrictions.

Motion by Councilmember Brandon Frost and seconded by Councilmember Shannon Hayes to approve Ordinance 2005 on 2nd reading for final adoption. Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

7.4. Ordinance 2007 - 2025 Code of Ordinances Adoption

City Clerk M. Girard presented Ordinance 2007, 2025 Code of Ordinances Adoption, to the City Council and read Ordinance 2007 by title: An Ordinance Adopting and Enacting A New Code For the City of Crestview; Providing For the Repeal of Certain Ordinances Not Included Therein; Providing A Penalty For the Violation Thereof; Providing For the Manner of Amending Such Code.

Mayor JB Whitten called for comment from the Council and from the public.

Mrs. Jillian Harker asked if the website issues would be fixed with the passage of the ordinance, and City Clerk M. Girard explained that the Code will be updated on the website with the adoption of the ordinance.

Motion by Mayor Pro-Tem Doug Capps and seconded by Councilmember Brandon Frost to adopt Ordinance 2007 on second reading.

Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

7.5. Ordinance 2008 - Adoption of the 2025 Land Development Code

City Clerk M. Girard presented Ordinance 2008, 2025 Code of Ordinances Adoption, to the City Council and read Ordinance 2008 by title: An Ordinance Adopting and Enacting A New Land Development Code For the City of Crestview; Providing For the Repeal of Certain Ordinances Not Included Therein; Providing A Penalty For the Violation Thereof; Providing For the Manner of Amending Such Code.

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

Motion by Councilmember Shannon Hayes and seconded by Councilmember Brandon Frost to adopt Ordinance 2008 on second reading.

Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

8. Ordinances on First Reading

8.1. Ordinance 2006 - Amending Chapter 18 - Businesses

CDS Administrator N. Schwendt presented Ordinance 2006, amending Chapter 18, Businesses, on First Reading to the City Council. He explained with the increase in

popularity of our Food Truck events, the ordinance was beneficial. It is challenging to regulate food trucks, but the big concern is safety. We do not want a BTR to cause undue burden to the vendors, as we want to be business friendly. The amendment being proposed herein exempts mobile food dispensing vehicles from being required to have a business tax receipt, as well as vendors operating at permitted special events. It provides operational exemptions for mobile food dispensing vehicles at special events (pertaining to placement and utility connection regulations), but keeps all operational and regulations for mobile food dispensing vehicles operating outside permitted special events, to maintain public health and safety requirements. He then asked the City Clerk to read Ordinance 2006 by title.

City Clerk Maryanne Girard read Ordinance 2006 aloud: An Ordinance Amending Chapter 18 - Businesses of the City of Crestview Code of Ordinances; Providing for Authority; Providing for Severability; Providing for Scrivener's Errors; Providing for Liberal Interpretation; Providing for Repeal of Conflicting Codes and Ordinances; and Providing For An Effective Date.

Mayor JB Whitten called for comment from the Council.

Discussion ensued concerning the language in #8 and #9.

City Manager J. Leavins said staff will review and return to the City Council.

City Attorney J. Holloway explained that if #8 and #9 are removed, the ordinance would be changed, as those items are in the ordinance as it currently exists.

Motion by Councilmember Ryan Bullard and seconded by Mayor Pro-tem Doug Capps for staff to address concerns and table Ordinance 2006.

Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

9. Resolutions

9.1. Resolution 25-15 Comprehensive Fee Schedule Amendment

CDS Planning Administrator Nicholas Schwendt presented Resolution 25-15, Comprehensive Fee Schedule amendment to the City Council. He explained that this is the annual overall update of the Comprehensive Fee Schedule to coincide with the annual budget process. Through this annual review, each department reviews the fees to ensure the city operates in a more efficient and fiscally responsible manner. The fees amended are the connection, bingo permit, retaining wall permit, low voltage, water, sewer, garbage, meter rate, impact, mobility, Parks and Recreation, and disposal fees. He then asked the City Clerk to read Resolution 25-15 by title.

City Clerk Maryanne Girard read Resolution 25-15 aloud: A Resolution Amending the Comprehensive Fee Schedule; Providing for Scrivener's Errors; Providing for Liberal Interpretation; Providing for Repeal of Conflicting Resolutions; and Providing for An Effective Date.

Mayor JB Whitten called for action.

Motion by Mayor Pro-Tem Doug Capps and seconded by Councilmember Dusty Allison to adopt Resolution 25-15.

Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

10. Action Items

10.1. Crestview Sports Officials Contract 2025-2026

City Manager J. Leavins explained this amendment is the Sports officials Contract for the 2025-2026 season. She asked that the purchasing policy be waived, as the overall accumulative cost is over \$100,000.

Mayor JB Whitten called for action.

Motion by Councilmember Shannon Hayes and seconded by Councilmember Dusty Allison to approve the Crestview sports Officials contract 2025-2026.

Roll Call: Ayes: Doug Capps, Ryan Bullard, Shannon Hayes, Brandon Frost, Dusty Allison. All ayes. Motion carried.

11. City Clerk Report

12. City Manager Report

12.1. Financial Update - Finance Director

Finance Director Gina Toussaint stated the financial statements for June and July payment registers, the May and June Monthly Financial Statements, as well as the Pooled Cash Carryforward for the quarter ending May 31, 2025, are included. She added we have under \$8 million in unrestricted funds.

12.2. City Manager Updates

City Manager J. Leavins asked about alternate solutions for the indoor facility for the expansion of the youth-oriented plans. She said the purchase price is one million dollars with renovations stating this would meet an immediate need and be climate-controlled. She added the second part is the ball fields. We have met with Ajax twice and have them looking at other property, as well. We should have some drawings soon. We are looking at increasing the fields with a good price point. She explained we are currently involved in our bonding process and asked for a consensus on moving forward.

Discussion ensued on creating a positive environment for our youth. The City Council provided the consensus to move forward with the possible purchase of an indoor facility.

13. Comments from the Mayor and Council

Mayor JB Whitten called for comment from the Council.

Councilmember R. Bullard asked about the status of the school zone cameras, and City Manager J. Leavins replied that we have looked at the vendors and some of the right of

way is not all under the city jurisdiction. We are still in the design process and awaiting electrical plans from FPL. She added we will provide a warning period for the citizens.

Councilmember R. Bullard also asked about the real estate bids, and City Attorney Jon Holloway responded that we did not accept any bids, as we determined that we did not need the services.

Councilmember S. Hayes said the FLC conference was fantastic. He recommended that the citizens become involved in Tallahassee legislation.

Councilmember B. Frost asked about the raising of the water tower. City Manager J. Leavins said the water tower was raised, however, Shae was able to get good video. We will share the video once it is edited.

Mayor Pro-Tem D. Capps reminded drivers to watch out for the kids since school started.

Mayor JB Whitten mentioned that on Thursday night the Overdose Summit will be held at Crosspoint Church in Niceville at 5:30 p.m. He added we will also host one in Crestview in September.

14. Comments from the Audience

Mayor JB Whitten called for comment from the public.

15. Adjournment

Mayor JB Whitten adjourned the meeting at 7: 14 p.m.

Minutes approved this ___ day of ___, 2025.

JB Whitten
Mayor

Maryanne Girard
City Clerk
Proper Notice having been duly given



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: 1st reading after PDB

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Barry Henderson, Development Services Director, Nicholas Schwendt, CDS Planning Administrator
DATE: 9/4/2025
SUBJECT: Ordinance 2010- Antioch Road Comprehensive Plan Amendment

BACKGROUND:

On July 31, 2025, staff received an application to amend the comprehensive plan and zoning designations for property located on Antioch Rd.

The subject property is currently located inside the city limits of Crestview with a future land use and zoning designation of Commercial (C) and Commercial Low-Intensity District (C-1), respectively.

The application requests the Residential (R) future land use designation for the property.

The Planning and Development Board recommended approval of the request on September 2, 2025.

DISCUSSION:

The property description is as follows:

Property Owner: HARDBALL HOLDINGS LLC
Parcel ID: 26-3N-24-0000-0015-0010
Site Size: 7.56 acres
Current FLU: Commercial (C)
Current Zoning: Commercial Low-Intensity District (C-1)
Current Land Use: Vacant

The following table provides the surrounding land use designations, zoning districts, and existing uses.

Direction	FLU	Zoning	Existing Use
North	Commercial (C), Okaloosa County Low Density Residential, & Okaloosa County Agriculture	Commercial Low-Intensity District (C-1), Okaloosa County Residential-1, Okaloosa County Agricultural	Vacant & Residential
East	Public Lands (PL)	Public Lands (PL)	Commercial
South	Commercial (C) & Okaloosa County Agriculture	Commercial Low-Intensity District (C-1) & Okaloosa County Agricultural	Residential
West	Okaloosa County Agriculture	Okaloosa County Agricultural	Vacant

The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property can be developed for residential or multi-family use.

Staff reviewed the request for a comprehensive plan amendment and finds the following:

- The proposed future land use map designation is compatible with the surrounding area.
- The proposed future land use map designation is consistent with the city's comprehensive plan and land development code.
- The process for adoption of the future land use map amendment follows all requirements of Florida statute sections 163.3184 (3) and (5).
- The proposed amendment does not involve a text change to goals, policies, and objectives of the comprehensive plan. It only proposes a land use change to the future land use map for a site-specific small-scale development.
- The subject property is not located within an area of critical state concern.

Courtesy notices were mailed to property owners within 300 feet of the subject property on August 12, 2025. The property was posted on August 11, 2025. An advertisement ran in the Crestview News Bulletin on August 21, 2025.

GOALS & OBJECTIVES

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

Foundational – these are the four 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 six areas focus on the overall experience when provided by the city.

Community Character – Promote desirable growth with a hometown atmosphere.

Opportunity – Promote an environment that encourages economic and educational opportunity.

Community Culture – Develop a specific identity for Crestview.

FINANCIAL IMPACT

The application fee for the comprehensive plan amendment was \$2,500.00. The cost of advertising was \$242.50.

RECOMMENDED ACTION

Staff respectfully requests that the council move Ordinance 2010 to second reading for adoption.

Attachments

1. Exhibit Packet
2. PZ-2025-36-25-030 project narrative letter_combined
3. PZ-2025-36-ingress egress easement

ORDINANCE: 2010

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM COMMERCIAL (C) TO RESIDENTIAL (R) ON APPROXIMATELY 7.56 ACRES, MORE OR LESS, IN SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 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.

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

SECTION 1 – AUTHORITY. The authority for enactment of this Ordinance is Section 2 of the City Charter, §163.3187 F.S., §166.021 F.S., §166.041 F.S. and the adopted Comprehensive Plan.

SECTION 2 – FINDINGS OF FACT. The City Council of the City of Crestview finds the following:

- A. This amendment will promote compact, orderly development and discourage urban sprawl; and
- B. A public hearing has been conducted after "due public notice" by the Crestview Planning Board sitting as the Local Planning Agency with its recommendations reported to the City Council; and
- C. A public hearing has been conducted by the City Council after "due public notice"; and
- D. This amendment involves changing the future land use designation from Commercial (C) to Residential (R) on a parcel of land containing 7.56 acres, more or less, lying within the corporate limits of the City; and
- E. This amendment is consistent with the adopted Comprehensive Plan and is in the best interests of the City and its citizens.

SECTION 3 – PURPOSE. The purpose of this Ordinance is to adopt an amendment to the "City of Crestview Comprehensive Plan: 2020." The amendment is described in Section 4 below.

SECTION 4 – FUTURE LAND USE MAP AMENDMENT. The Future Land Use Map is amended by changing the future land use category of a parcel containing approximately 7.56 acres of land, more or less, from Commercial (C) to Residential (R). For the purposes of this Ordinance and Comprehensive Plan Amendment, the 7.56 acres, more or less, is known as Parcel 26-3N-24-0000-0015-0010 and commonly described as:

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY, FLORIDA; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF NORTHWEST QUARTER, A DISTANCE OF 157.56 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF ANTIOCH ROAD, SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 01 DEGREES 43 MINUTES 51 SECONDS, AN ARC DISTANCE OF 88.05 FEET, (CHORD BEARING AND DISTANCE = SOUTH 23 DEGREES 21 MINUTES 58 SECONDS EAST, A DISTANCE OF

88.05 FEET), TO THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 423.56 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 100.00 FEET; THENCE, DEPARTING SAID RIGHT OF WAY LINE, PROCEED SOUTH 78 DEGREES 42 MINUTES 36 SECONDS WEST, A DISTANCE OF 272.95 FEET; THENCE PROCEED SOUTH 67 DEGREES 45 MINUTES 14 SECONDS WEST, A DISTANCE OF 471.08 FEET; THENCE PROCEED SOUTH 01 DEGREES 32 MINUTES 08 SECONDS WEST, A DISTANCE OF 357.42 FEET TO THE SOUTH LINE OF SAID NORTHWEST QUARTER; THENCE PROCEED NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 455.04 FEET; THENCE, DEPARTING SAID SOUTH LINE PROCEED NORTH 12 DEGREES 11 MINUTES 48 SECONDS WEST, A DISTANCE 260.80 FEET; THENCE PROCEED NORTH 63 DEGREES 54 MINUTES 08 SECONDS EAST A DISTANCE OF 545.03 FEET; THENCE PROCEED NORTH 20 DEGREES 26 MINUTES 30 SECONDS WEST, A DISTANCE OF 26.15 FEET; THENCE PROCEED NORTH 57 DEGREES 43 MINUTES 11 SECONDS EAST, A DISTANCE OF 338.80 FEET; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST, A DISTANCE 104.55; THENCE PROCEED NORTH 71 DEGREES 24 MINUTES 20 SECONDS EAST, A DISTANCE OF 371.04 FEET TO THE POINT OF BEGINNING. AND COMMENCE AT THE RAILROAD SPIKE MARKING THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY, FLORIDA, AS GIVEN IN DEED RECORDED IN OFFICIAL RECORD BOOK 1659, PAGE 869, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA; THENCE PROCEED SOUTH 00 DEGREES 54 MINUTES 02 SECONDS WEST, A DISTANCE OF 118.78 FEET TO A POINT LYING IN THE RIGHT OF WAY LINE OF ANTIOCH ROAD; SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE AND ALONG SAID RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 02 DEGREES 23 MINUTES 29 SECONDS, AN ARC DISTANCE OF 121.66 FEET, (CHORD BEARING AND DISTANCE= SOUTH 23 DEGREES 02 MINUTES 09 SECONDS, A DISTANCE OF 121.65 FEET), TO A 6 INCH SQUARE CONCRETE RIGHT OF WAY MONUMENT MARKING THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED ALONG SAID RIGHT OF WAY LINE SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, A DISTANCE OF 259.89 FEET; THENCE PROCEED SOUTH 66 DEGREES 09 MINUTES 53 SECONDS WEST, A DISTANCE OF 360.37 FEET; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST A DISTANCE OF 25.45 FEET THENCE PROCEED SOUTH 67 DEGREES 43 MINUTES 11 SECONDS WEST, A DISTANCE 338.80 FEET TO THE POINT OF BEGINNING; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST, A DISTANCE 26.15 FEET; THENCE PROCEED SOUTH 53 DEGREES 54 MINUTES 08 SECONDS WEST, A DISTANCE OF 545.03 FEET; THENCE PROCEED NORTH 12 DEGREES 11 MINUTES 48 SECONDS WEST A DISTANCE OF 63.72 FEET; THENCE PROCEED NORTH 67 DEGREES 45 MINUTES 09 SECONDS EAST A DISTANCE OF 533.50 FEET TO THE POINT OF BEGINNING.

The Residential (R) Future Land Use Category is hereby imposed on Parcel 26-3N-24-0000-0015-0010. Exhibit A, which is attached hereto and made a part hereof by reference, graphically depicts the revisions to the Future Land Use Map and shows Parcel 26-3N-24-0000-0015-0010 thereon.

SECTION 5 – 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 6 – 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 7 – 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 8 – REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of 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 9 – EFFECTIVE DATE. The effective date of this plan amendment and ordinance shall be thirty-one (31) days after adoption on second reading by the City Council, unless the amendment is challenged pursuant to §163.3187, F.S. If challenged, the effective date shall be the date a Final Order is issued by the State Land Planning Agency or the Administration Commission finding the amendment in compliance with §163.3184, F.S.

Passed and adopted on second reading by the City Council of Crestview, Florida on the 22nd day of September, 2025.

ATTEST:

Maryanne Girard
City Clerk

Approved by me this 22nd day of September, 2025.

J. B. Whitten
Mayor

Adopted Future Land Use



0 200 400
Feet

Legend

Subject Parcel

City Limits

City Future Land Use

Commercial (C)

Industrial (IN)

Mixed Use (MU)

Conservation (CON)

Public Lands (PL)

Residential (R)

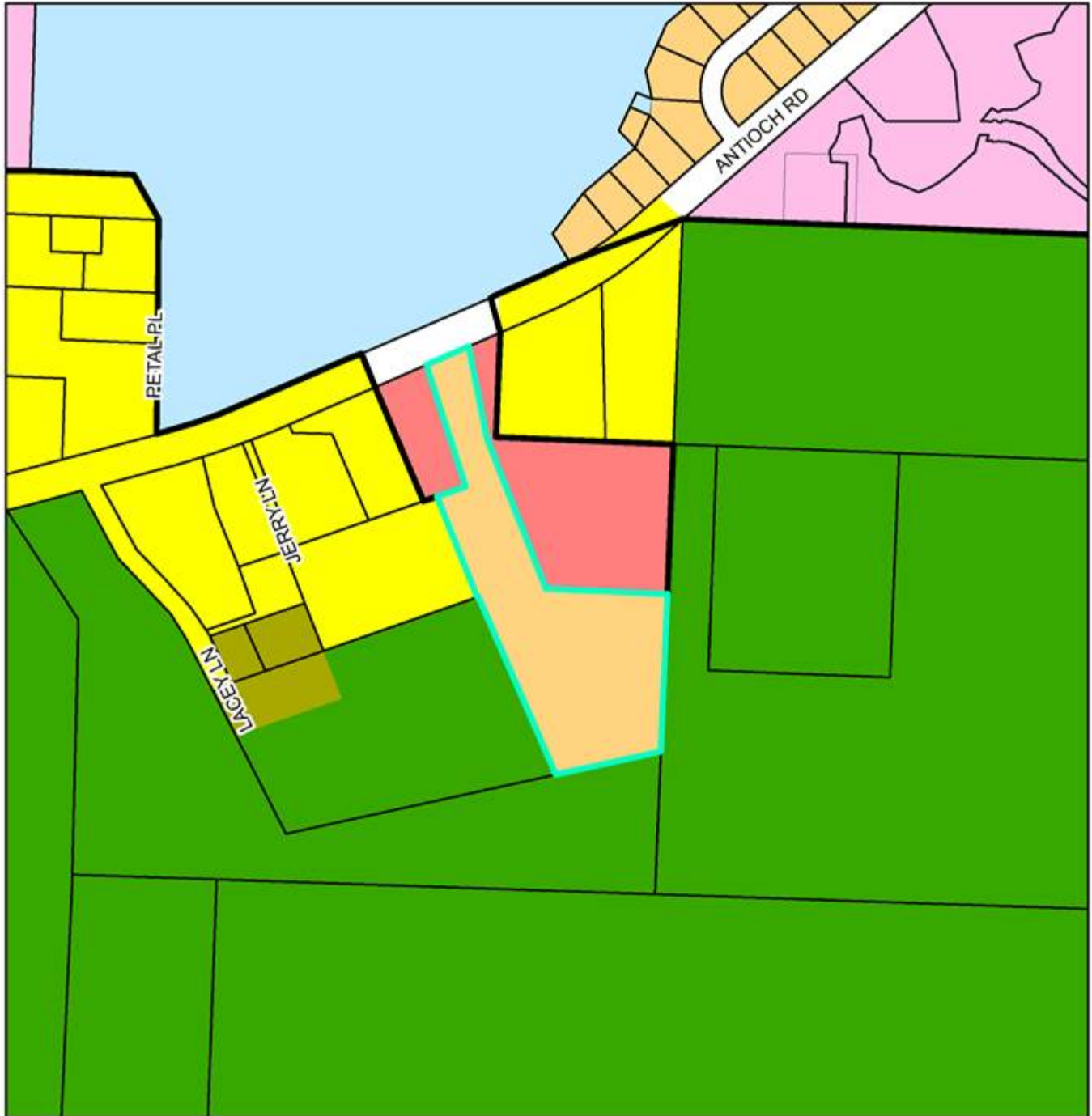
County Future Land Use

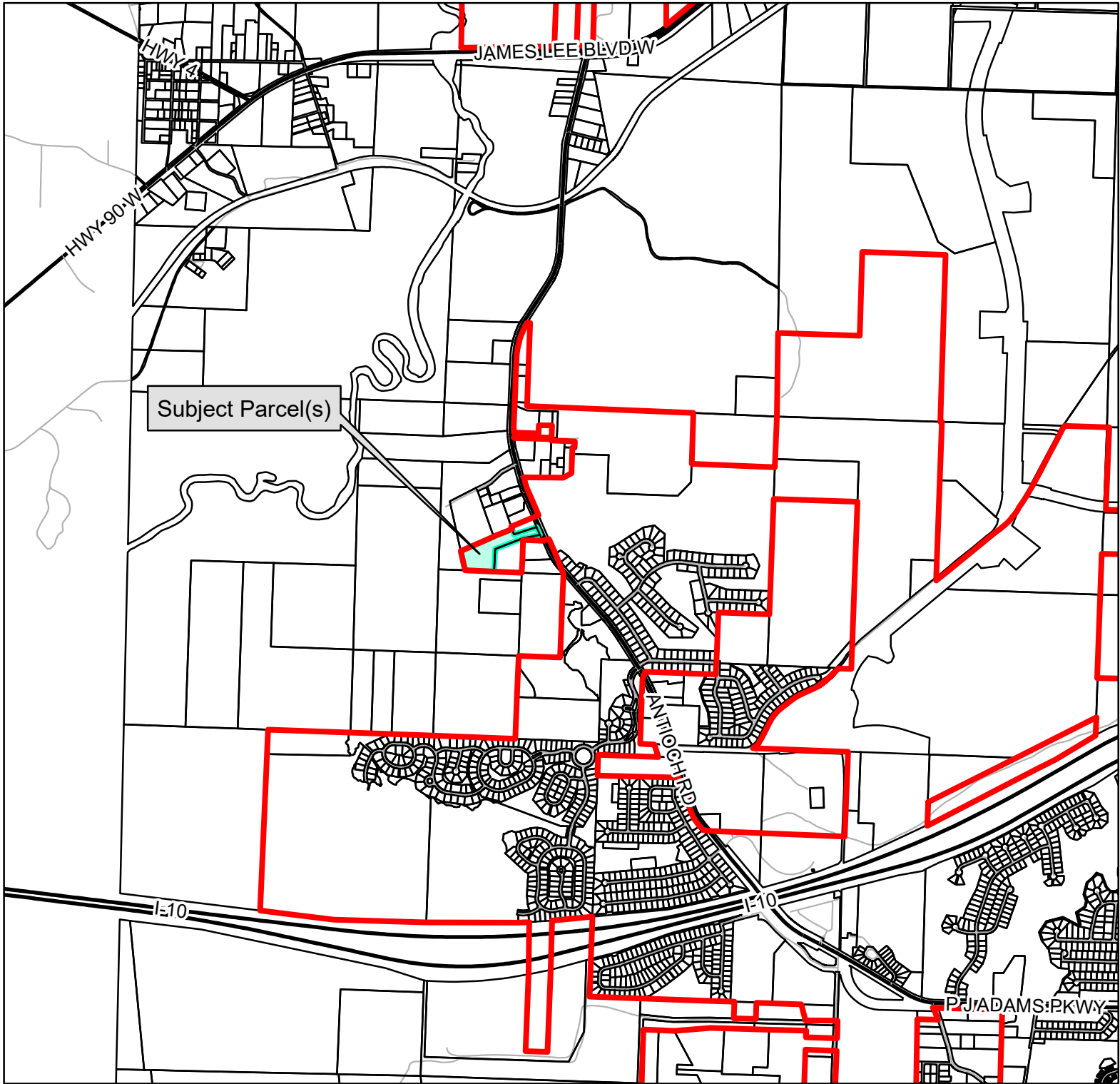
Agriculture (AG)

Low Density

Residential (LDR)

Mixed Use (MU)

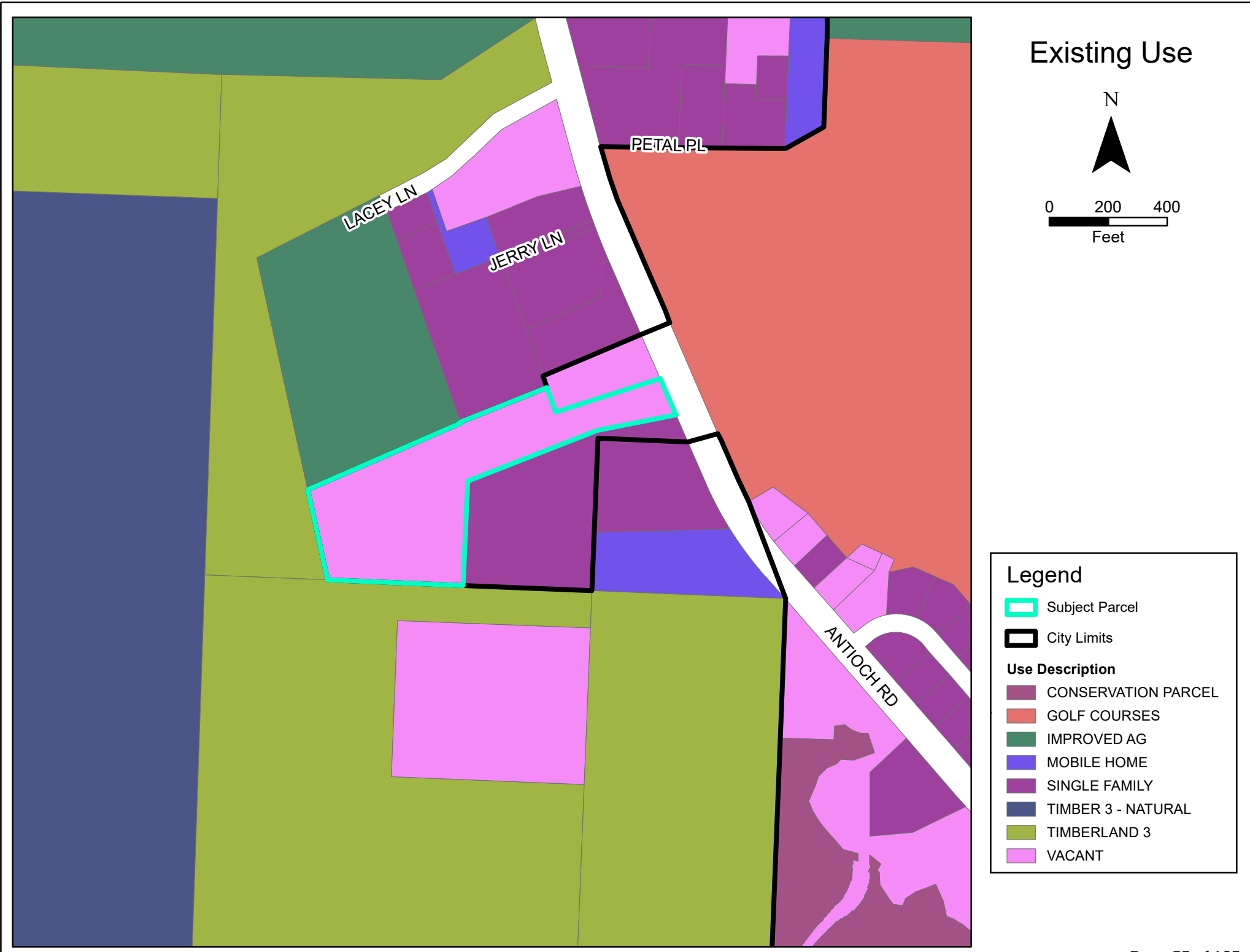




Vicinity Map



PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET



Current Future Land Use



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Future Land Use

 Commercial (C)

 Industrial (IN)

 Mixed Use (MU)

 Conservation (CON)

 Public Lands (PL)

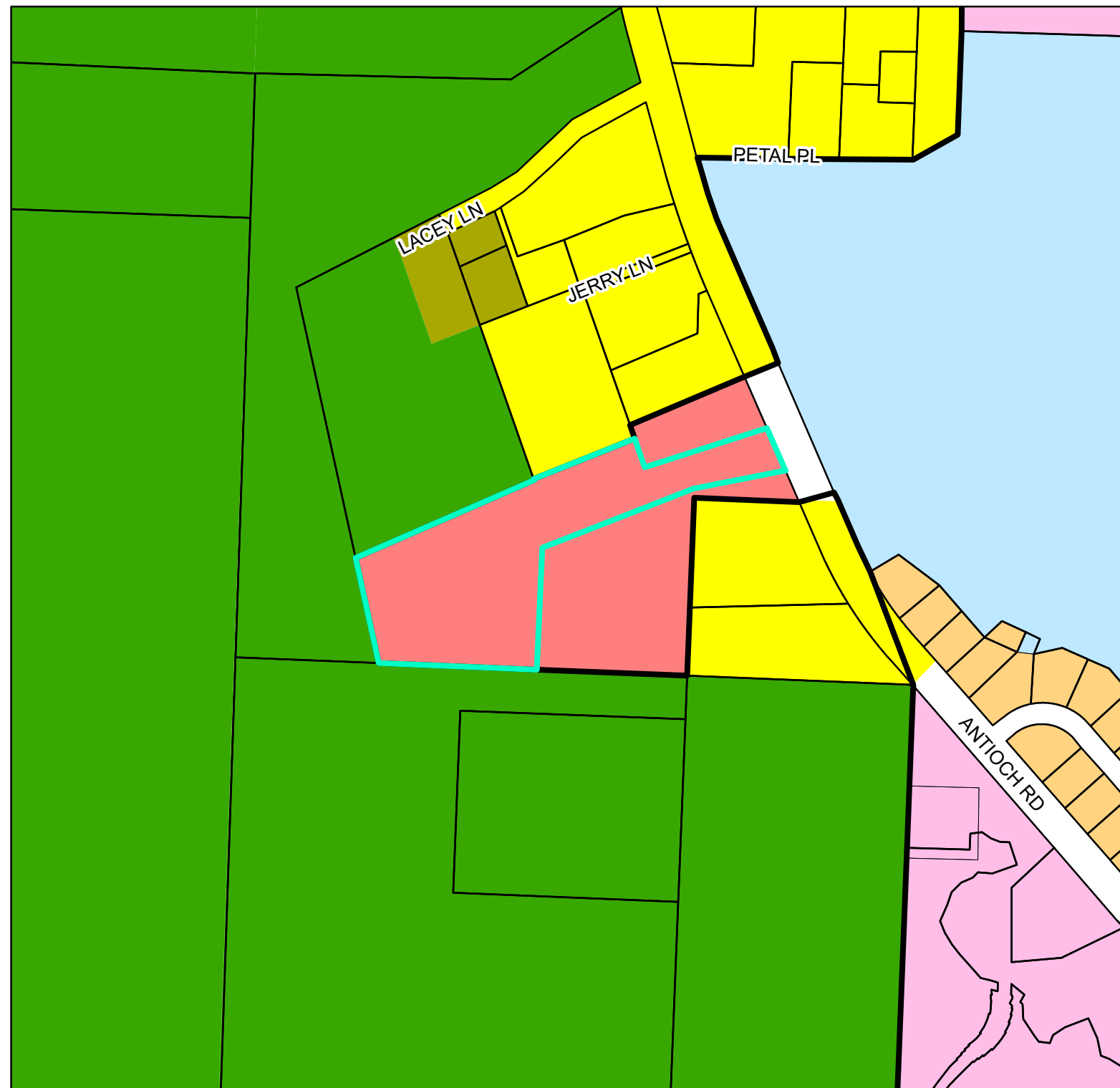
 Residential (R)

County Future Land Use

 Agriculture (AG)

 Low Density
Residential (LDR)

 Mixed Use (MU)



Current Zoning



0 200 400
Feet

Legend

Subject Parcel

City Limits

City Zoning

Single Family Estate Dwelling District (R-1E)

Single Family Low Density District (R-1)

Single Family Medium Density District (R-2)

Single and Multi-Family Dwelling District (R-3)

Mixed Use (MU)

Commercial (C-1)

Commercial (C-2)

Industrial (IN)

Public Lands (P)

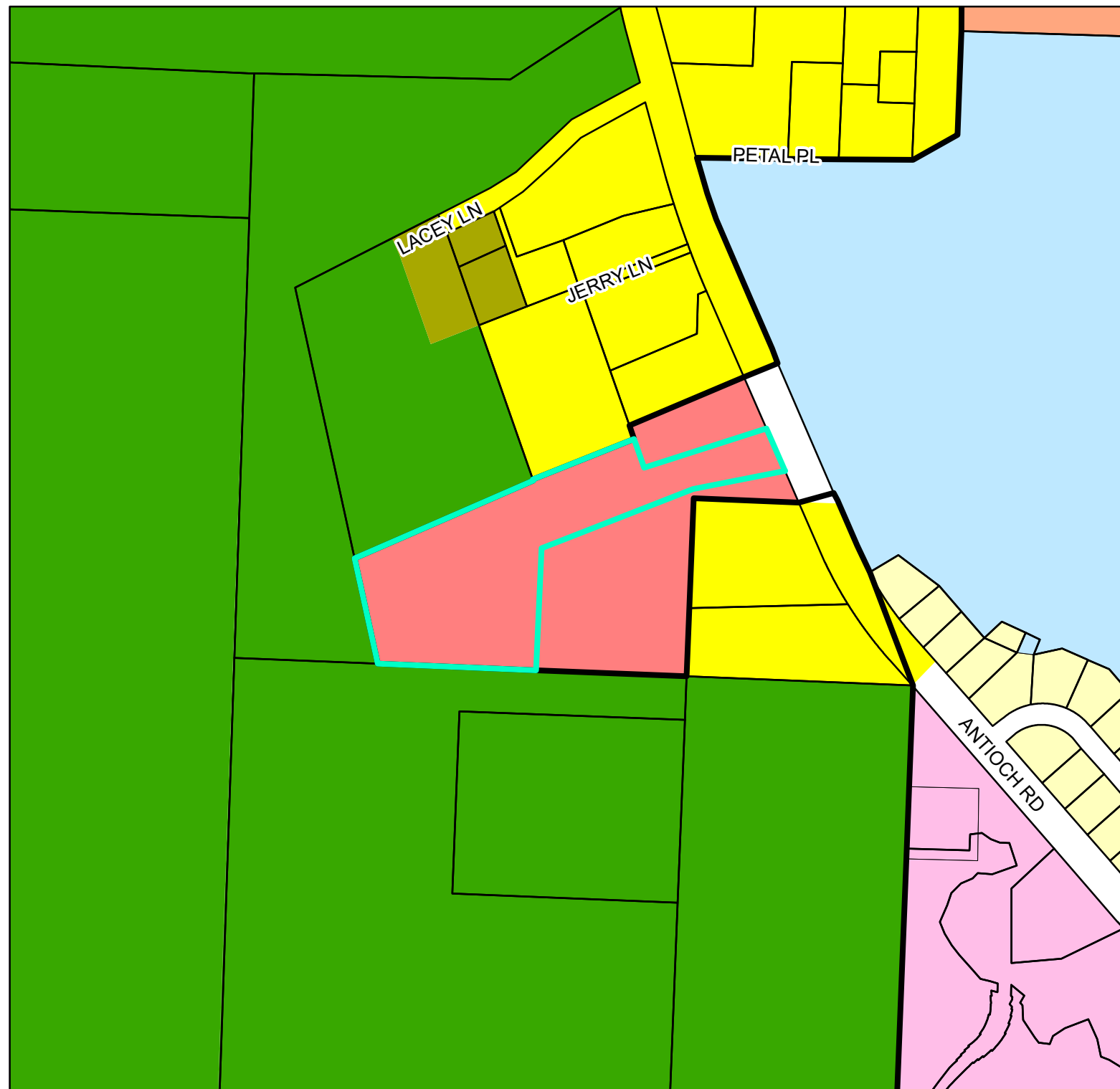
Conservation (E)

County Zoning

Agricultural (AA)

Residential - 1 (R-1)

Mixed Use (MU)



Future Zoning Excerpt



0 200 400
Feet

Legend

- Subject Parcel
- City Limits
- Single Family Estate District (R-1E)
- Single Family Low Density District (R-1)
- Single Family Medium Density District (R-2)
- Single and Multi-Family Dwelling District (R-3)
- Mixed Use (MU)
- Commercial (C-1)
- Commercial (C-2)
- Industrial (IN)
- Public Lands (P)
- Conservation (E)

LACEY LN

JERRY LN

PETAL PL

ANTIOCH RD

Proposed Future Land Use



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Future Land Use

 Commercial (C)

 Industrial (IN)

 Mixed Use (MU)

 Conservation (CON)

 Public Lands (PL)

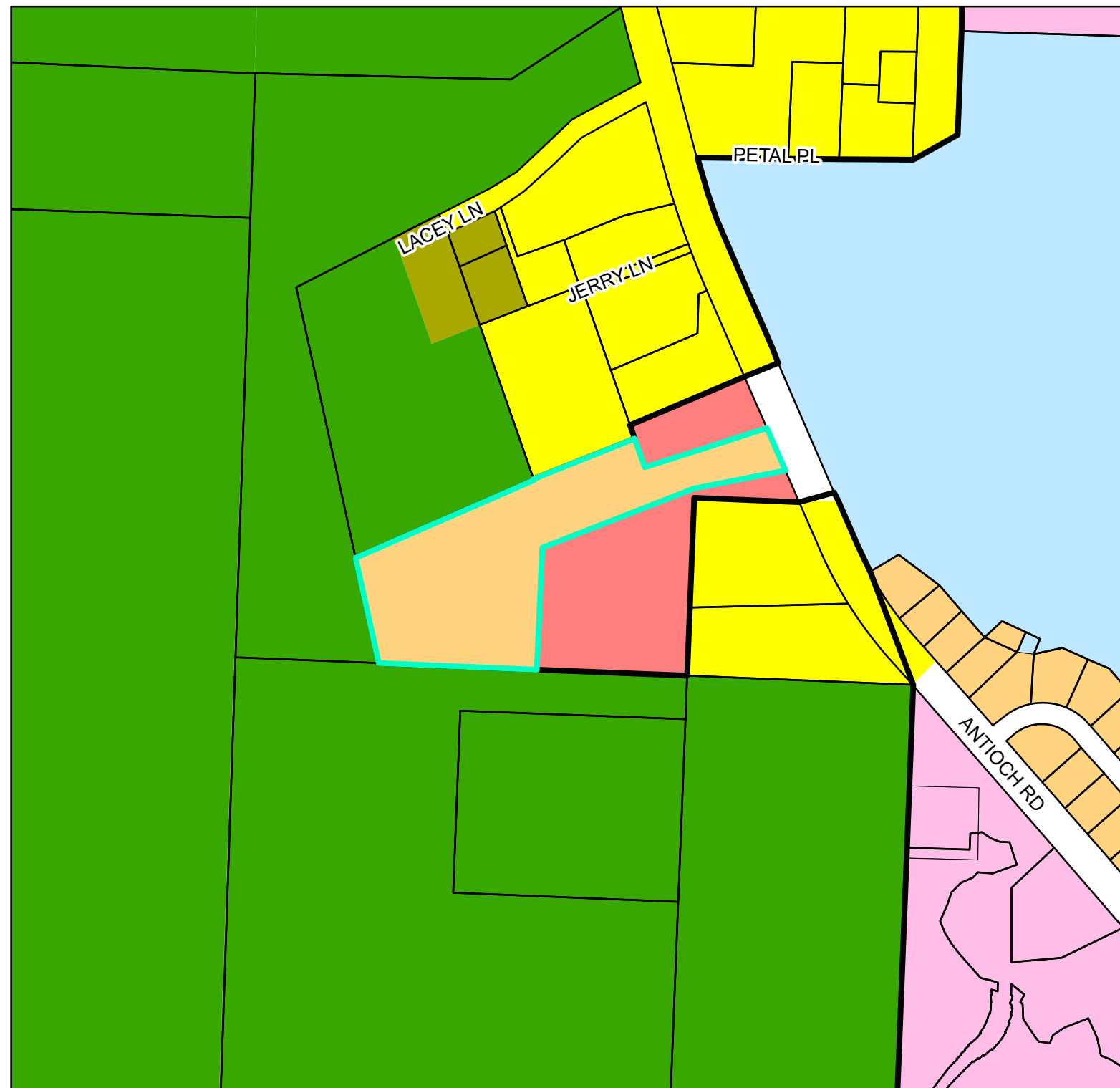
 Residential (R)

County Future Land Use

 Agriculture (AG)

 Low Density Residential (LDR)

 Mixed Use (MU)



Proposed Zoning



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Zoning

 Single Family Estate Dwelling District (R-1E)

 Single Family Low Density District (R-1)

 Single Family Medium Density District (R-2)

 Single and Multi-Family Dwelling District (R-3)

 Mixed Use (MU)

 Commercial (C-1)

 Commercial (C-2)

 Industrial (IN)

 Public Lands (P)

 Conservation (E)

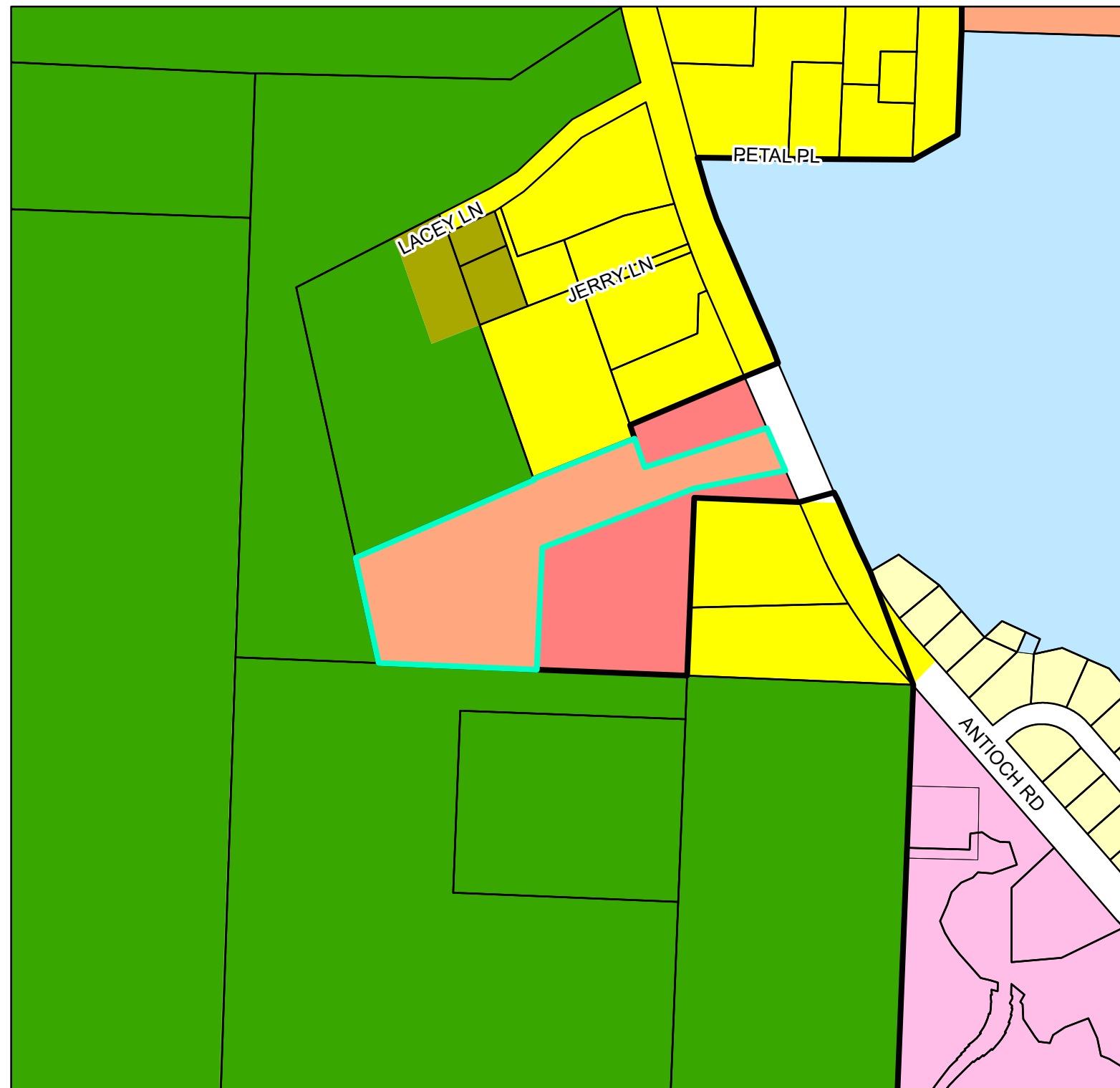
 Planned Unit Development (PUD)

County Zoning

 Agricultural (AA)

 Residential - 1 (R-1)

 Mixed Use (MU)



Adopted Future Land Use



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Future Land Use

 Commercial (C)

 Industrial (IN)

 Mixed Use (MU)

 Conservation (CON)

 Public Lands (PL)

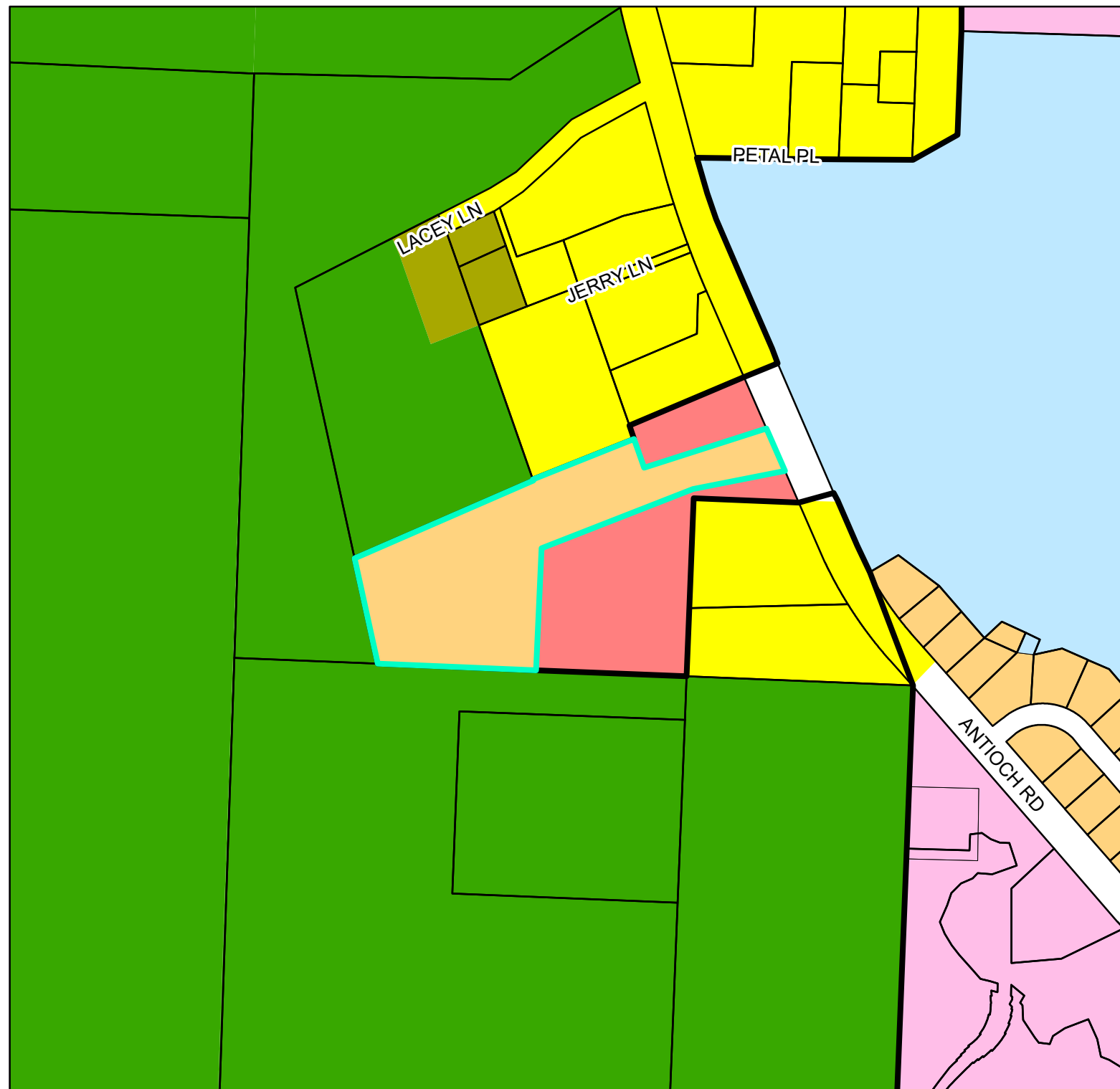
 Residential (R)

County Future Land Use

 Agriculture (AG)

 Low Density
Residential (LDR)

 Mixed Use (MU)



Adopted Zoning



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

Zoning

City Zoning

 Single Family Estate Dwelling District (R-1E)

 Single Family Low Density District (R-1)

 Single Family Medium Density District (R-2)

 Single and Multi-Family Dwelling District (R-3)

 Mixed Use (MU)

 Commercial (C-1)

 Commercial (C-2)

 Industrial (IN)

 Public Lands (P)

 Conservation (E)

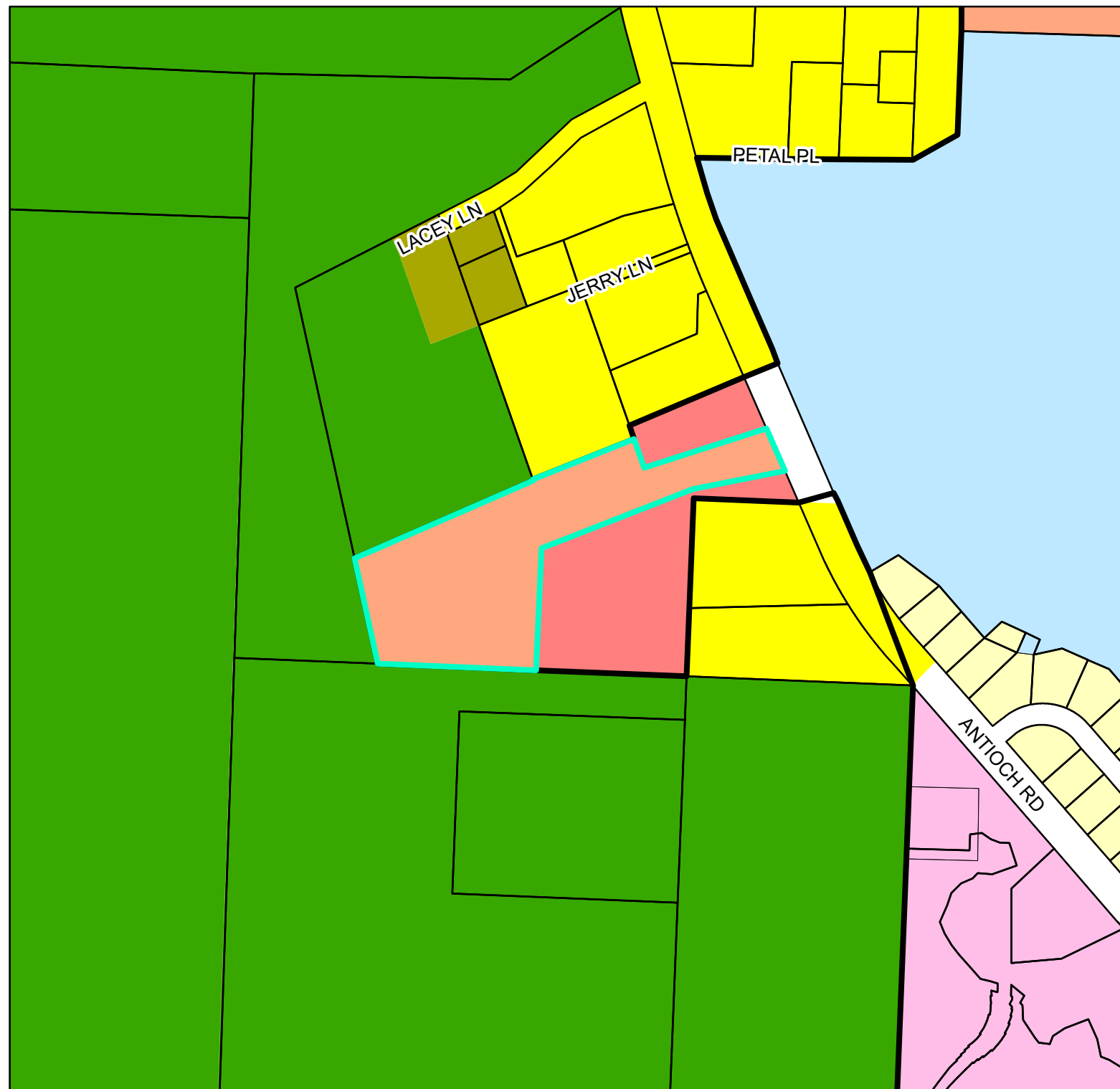
 Planned Unit Development (PUD)

County Zoning

 Agricultural (AA)

 Residential - 1 (R-1)

 Mixed Use (MU)



7/31/2025

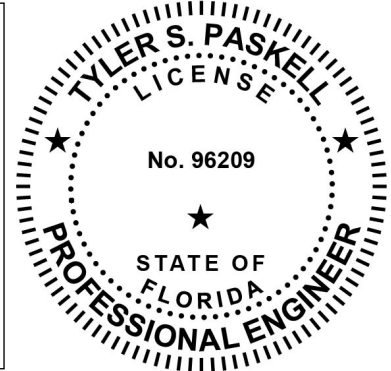
AE Project No. 25-030

City of Crestview Community Development Services
Planning & Zoning Division
198 Wilson Street N.
Crestview, FL 32536
(850) 682-1560

Re: Parcel 26-3N-24-0000-0015-0010
FLU and Rezoning Amendment
Project Narrative Letter

This item has been electronically signed and sealed by Tyler S. Paskell, P.E. on the date adjacent to the seal using a SHA authentication code.

Printed copies of this document are not considered signed and sealed and the SHA authentication code must be verified on any electronic copies.



Dear Sir or Madam,

Please accept this narrative as a summary of the proposed Future Land Use and Zoning Amendment for the subject property. This narrative will summarize the applicant's intentions with this rezoning request and the proposed Amendment's conformance with the City of Crestview Growth Strategy and Land Development Code.

	Existing	Proposed
Future Land Use	Commercial (C)	Residential (R)
Zoning	Commercial Low-Intensity District (C-1)	Single and Multi-Family Dwelling District (R-3)
Allowable Residential Density	25 Units per Acre	8 Units per Acre
Allowable Non-Residential Floor Area Ratio (FAR)	2.0	N/A
Allowable Impervious Surface Ratio (ISR)	80%	75%
Primary Uses Allowed	See table attached	See table attached
Conditional Uses Allowed	See table attached	See table attached

The applicant is requesting a Future Land Use (FLU) and Zoning Amendment for the subject property in order to bring it into alignment with existing and emerging development patterns in the surrounding area. This change supports the City of Crestview's Growth Strategy by promoting more efficient land use and providing attainable housing in close proximity to infrastructure.

The subject property is currently zoned Commercial Low-Intensity (C-1), which permits limited commercial uses and a residential density of up to 25 units per acre. While this classification theoretically allows for high-density residential development, it is primarily intended to support commercial activity, something not feasible or desirable on this site due to location, access, and surrounding residential context. The proposed rezoning to the



Single and Multi-Family Dwelling District (R-3), with a corresponding Future Land Use designation of Residential (R), would more appropriately support medium-density housing and is compatible with adjacent neighborhoods, which have future zoning MU, R-2 or C-1. See the attached excerpt from the Future Zoning Map for reference.

According to a Boundary and Topographical Survey prepared by FGS-Surveyors on May 11, 2022, the property comprises approximately 6.45 acres. A Title Report prepared by Moulton Land Title, Inc. (dated October 26, 2022) identified HOA Covenants and Restrictions on the property, including an Ingress/Egress Easement. The subject property, along with adjacent parcels to the north and south, was recently annexed into the City of Crestview and initially zoned C-1. However, the existing HOA Covenants restricted development to one residential dwelling per lot, creating a conflict that rendered the property practically undevelopable under its commercial zoning.

This conflict has since been resolved through a legal release of the restrictive covenants, as documented by Mead Law & Title, PLLC. The existing Ingress/Egress Easement, which provides access to the southern parcel, is proposed to be replaced by a platted 50-foot right-of-way during development order and platting phases, pending coordination and approval by the adjacent property owner.

A conceptual development scenario has been prepared and attached to evaluate the practical implications of the proposed zoning designation.

With the rising cost of infrastructure, inflation in construction materials, and high interest rates, the current zoning does not support the type of purchasable housing needed to meet demand from working-class residents in the area. The proposed R-3 zoning will enable the development of housing priced for low to moderate-income households without relying on subsidized rental models.

In summary, this amendment facilitates compatible development of a long-underutilized parcel. It addresses a previously unresolved development conflict, responds to demonstrated housing needs, and advances the City's goals of balanced growth and livability.

Please feel free to contact me with any questions at 850-462-8668 or tylerp@arkonic.co.

Sincerely,

Arkonic Engineering, PLLC

Tyler S. Paskell, PE
President

Attachment 1:
Zoning Use Table

4.06.00 - LAND USES PERMISSIBLE IN EACH ZONING DISTRICT

- A. How to read the Table of Permissible Uses (Table 4.06.00)
1. Within the Table 4.06.00, the letter "P" indicates that the land use is permissible, subject to compliance with the standards of the zoning district.
 2. The letter "S" indicates that the use is permissible, subject to compliance with the standards of the zoning district, and the supplemental standards specified for the use. Supplemental standards are contained in Chapter 7.
 3. An empty cell indicates the use is prohibited.
 4. Reference back to 4.05.00B3 for uses not allowed in the Downtown Overlay District.
 5. Any use that is not identified in Table 4.06.00 is prohibited unless it is found to be substantially similar by the Planning Administrator.
 - a. A requested use shall be considered substantially similar when the characteristics of the requested use are equivalent in type, intensity, degree, or impact when compared to a use named in Table 4.06.00. Examples of characteristics to be considered include the following:
 - (1) Typical hours of operation;
 - (2) Use of outdoor storage;
 - (3) Trip generation rates;
 - (4) Generation of noise, light pollution, odor, smoke, electromagnetic interference, or vibration; and
 - (5) Customary activities associated with the use.
 - b. A requested use shall be consistent with the Comprehensive Plan.
 - c. A requested use shall be consistent with the purposes of the zoning district applicable to the parcel.
 - d. The administrative interpretation of uses shall be subject to appeal, as set forth in Chapter 9.

Table 4.06.00 - Permissible Uses in Each Zoning District

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Residential Uses										
Single-family dwelling	P	P	P	P	P					
Duplex or Triplex				P	P					
Multifamily / Apartments / Condos				P	P	P				
Townhouse				S 7.05.08	S 7.05.08					
Manufactured homes		P	P	P	P					
Manufactured home community					S 7.05.06					
Non-Residential Uses										
Alcohol package store (no consumption on premises)						P	P			
Animal hospital or veterinary clinic						P	P			
Arenas, band shell, amphitheater, outdoor performance area						P	P		P	

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Artisan studio					P	P	P			
Asphalt or concrete plant								P		
ATM kiosk					P	P	P	P	P	
Bait and tackle					P	P	P			
Barber, beauty salon, nail salons, aesthetician, and other similar uses					P	P	P			
Bed and breakfast lodging					P	P	P			
Building materials, building supply, enclosed lumber yard						P	P	P		
Business support services, such as copying, mailing, printing, private mail service					P	P	P	P		
Car wash or detailing facility						P (7.05.01.B)	P	P		
Cemetery									P	
Community Center, club, or lodge					P	P	P			
Commercial recreation, including bowling, laser tag, video arcades, go karts, and other similar uses					P	P	P			
Residential subdivision public community/amenity center	P	P	P	P	P					
Cultural facility, such as library, museum, or gallery					P	P	P			
Day-care (child), nursery school, kindergarten, or pre-kindergarten					P	P	P			
Day-care (adult)					P	P	P			

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Distribution centers, may include warehousing, dispatch offices, vehicle yards							P	P		
Essential public / municipal services		P	P	P	P	P	P	P	P	P
Farmer's market, outdoor sales, roadside vendors					P	P	P		P	
Financial institutions, banks, credit unions, brokerages, no drive-up window						P	P			
Financial institutions, banks, credit unions, brokerages, with drive-up window						P	P			
Food stores, specialty, such as bakeries, candy, ethnic groceries, catering services					P	P	P			
Food Truck Sites					S 7.05.07	S 7.05.07	S 7.05.07	S 7.05.07		
Fortune tellers and psychics					P	P				
Freight and moving companies						P (7.05.01.B)	P	P		
Fuel/gasoline station, may include convenience store, restaurant, automotive supplies, but not repair						P (7.05.01.B)	P	P		
Funeral homes, mortuaries, crematoria						P (7.05.01.B)	P			
Garden, community or neighborhood	P	P	P	P	P	P			P	P
Golf course	P	P	P	P	P				P	
Grocery store, supermarket						P	P			

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Group home, congregate living facility and similar uses				P	P	P				
Health clubs, exercise clubs, spas, gyms					P	P	P			
Hospital						P	P	P	P	
Hotels, motels, inns and similar lodging facilities						P	P			
Ice vending machine					P	P	P	P	P	
Industrial uses, heavy industry with nuisance factors, such as odor, noise, vibration, electronic interference								P		
Junk or salvage yards, recycling facilities								P		
Kennel with outdoor runs						P (7.05.01.B)	P			
Kennel, no outdoor runs					P	P (7.05.01.B)	P	P		
Laboratories, medical						P	P	P		
Laboratories, industrial							P	P		
Landscaping materials sales: plants, stone, mulch, gravel, supplies, greenhouse, nursery yards						P (7.05.01.B)	P	P		
Laundry facility, self-service					P	P	P	P		
Lounge, bar or nightclub						P	P			
Light manufacturing, light assembly, fully enclosed building, no nuisance factors					P	P	P	P		

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Heavy manufacturing and intense industrial activities including production, fabrication, assembly, outdoor storage, with nuisance factors								P		
Medical and dental clinics, outpatient facilities						P	P			
Medical facility for recovery or rehabilitation services, includes substance abuse center, physical or mental rehabilitation, overnight stays						P	P			
Medical marijuana dispensary, Drug stores and pharmacies						S 7.05.02	S 7.05.02			
Nursing home or convalescent facility, overnight stay				P	P	P	P			
Offices, general, includes offices for trades or construction businesses					P	P	P	P		
Parking lot or parking garage, commercial						P	P	P		
Pawnshops						P	P			
Personal services, such as jewelry repair, shoe repair, tailoring, dry cleaning pick-up center					P	P	P			

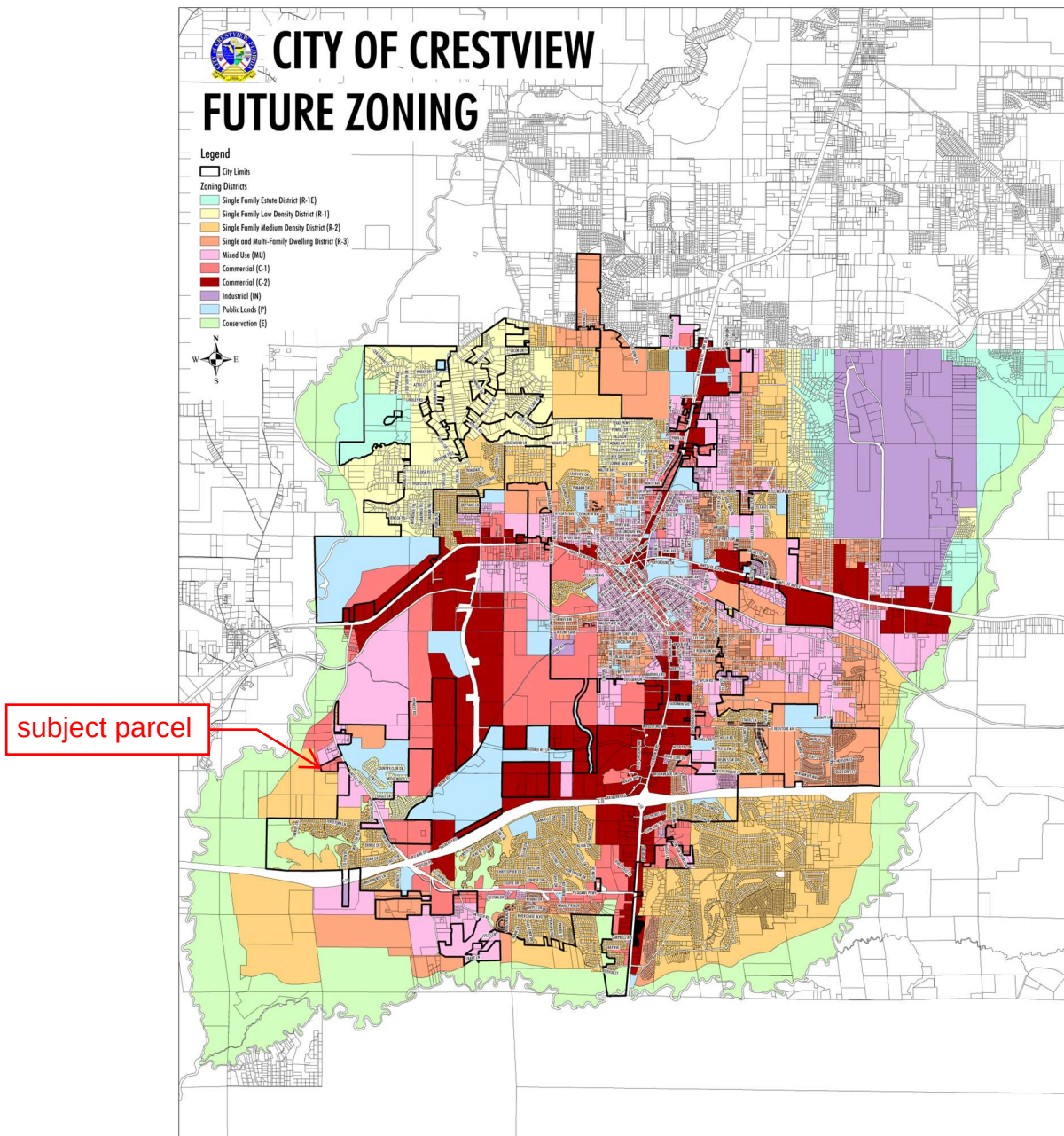
Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Professional offices, accounting, government operations, legal services, bookkeeping, realtors, brokers, insurance, etc.					P	P	P			
Recreational camping					S 7.05.03B	S 7.05.03B	S 7.05.03			S 7.05.03
Recreational vehicle park					S 7.05.04	S 7.05.04	S 7.05.04			
Religious facility		P	P	P	P	P	P	P	P	
Repair shops, small equipment, small appliances						P	P	P		
Restaurants, drive-through and fast food						P	P			
Restaurants, (drive-through not allowed)					P	P	P			
Retail shops, freestanding or within centers, includes department stores or specialty shops such as art, antiques, furniture, florist, appliances, jewelry, media, office supplies, automotive supplies, etc.					P	P	P			
Retail, large-scale discount establishments, big-box stores						P	P			
RV, motor homes, travel trailers, or manufactured home sales lot						P (7.05.01.B)	P	P		
Schools: academic, charter, public or private		P	P	P	P	P	P		P	
Schools: business, commercial, trade, vocational					P	P	P	P	P	

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Self-storage, mini-storage facilities					P	P	P	P		
Stone, granite, monument sales						P (7.05.01.B)	P			
Studios for personal instruction, such as music, dancing, art or photography					P	P	P			
Tattoo parlors and body-piercing studios					P	P	P			
Terminals, bus, transit, includes truck stop							P	P		
Theaters, movie or performing arts						P	P			
Towers, radio, TV, telecommunication	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	
Trades, maintenance services, and heavy repair services, including outdoor storage, equipment yards, machine shops, welding shops, towing services							P	P		
Uses that are adult-oriented, including bookstores, movie stores, theaters, entertainment, and retail stores								P		
Vehicle: repair, body shop							P	P		
Vehicle: sales and rentals, including automobiles, trucks, and motorcycles						P (7.05.01.B)	P			
Vehicle: construction, heavy equipment sales and rental							P	P		
Vehicle: storage yards						P (7.05.01.B)	P			
Warehousing, not including self-services storage						P (7.05.01.B)	P	P		

Attachment 2:
City of Crestview Future Zoning

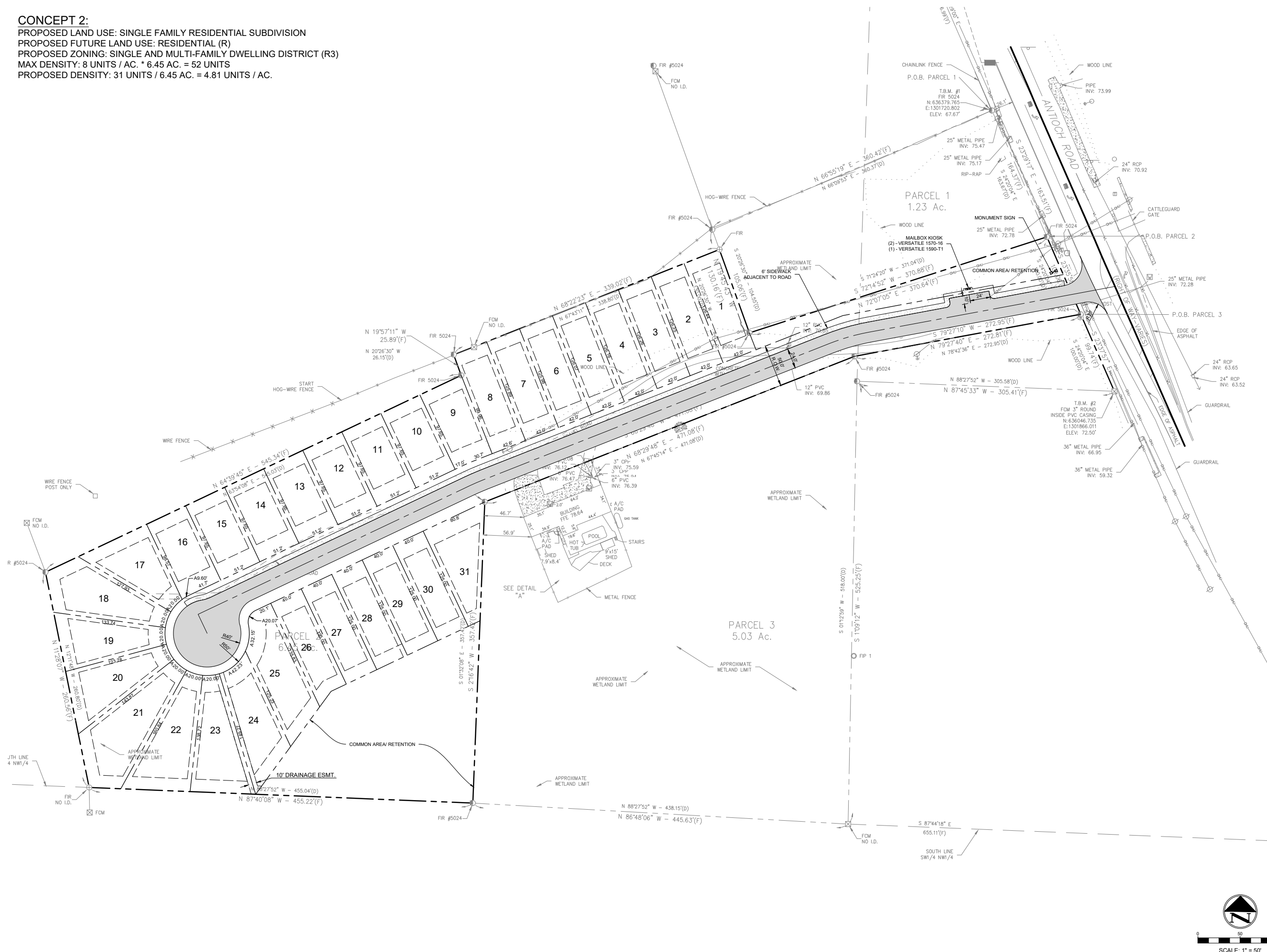
3.5 – Future Zoning

Generally, staff will not recommend future land use (FLU) or zoning map amendments that are not consistent with the Future Zoning Map:



Attachment 3:
Conceptual Plan

CONCEPT 2:
PROPOSED LAND USE: SINGLE FAMILY RESIDENTIAL SUBDIVISION
PROPOSED FUTURE LAND USE: RESIDENTIAL (R)
PROPOSED ZONING: SINGLE AND MULTI-FAMILY DWELLING DISTRICT (R3)
MAX DENSITY: 8 UNITS / AC. * 6.45 AC. = 52 UNITS
PROPOSED DENSITY: 31 UNITS / 6.45 AC. = 4.81 UNITS / AC.



Arkonic Engineering

ARKONIC ENGINEERING, P.L.L.C.
PO BOX 1343
SANTA ROSA BEACH, FL 32459
PHONE #: 850.462.8668

ANTIOCH ROAD DEVELOPMENT
PARCEL 26-3N-24-0000-0015-0010
CITY OF CRESTVIEW, FLORIDA

PREPARED FOR:
CIL CONSTRUCTION, LLC

ISSUED FOR:
PRELIMINARY REVIEW
(NOT FOR CONSTRUCTION)

**PRELIMINARY
-FOR REVIEW ONLY-**

THESE DOCUMENTS ARE FOR DESIGN REVIEW ONLY AND NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSE. THEY ARE PREPARED BY, OR UNDER THE SUPERVISION OF:

TYLER S. PASKELL 96209
TYPE OR PRINT NAME PE #
XXXXXXX
DATE

NO.	DATE	REVISION

CONCEPTUAL LAYOUT #2

C-2

DATE	PROJECT #
07/30/2025	25-030

10-90
.70

Deed of Easement for Ingress and Egress

State of Florida
County of Okaloosa

This Deed made this 26 day of May, 1994, by Thomas M. Yankovoy and wife, Suk Hui Yankovoy hereinafter called "Grantors", to L. Bruce Simpson and wife, Wanda F. Simpson, hereinafter called "Grantees" Grantors, for and in consideration of Ten Dollars and other good and valuable consideration, herein paid by Grantees, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantees, their heirs and assigns forever, for the purpose of ingress and egress to the real property located in Okaloosa County, Florida, currently owned by Grantees (this real property is more particularly as the second parcel described below) a private right-of-way over the following described real property located in Okaloosa County, Florida, to-wit:

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY, FLORIDA; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF NORTHWEST QUARTER, A DISTANCE OF 157.56 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF ANTIOCH ROAD, SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 01 DEGREES 43 MINUTES 51 SECONDS, AN ARC DISTANCE OF 88.05 FEET, (CHORD BEARING AND DISTANCE = SOUTH 23 DEGREES 21 MINUTES 58 SECONDS EAST, A DISTANCE OF 88.05 FEET), TO THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 423.56 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 100.00 FEET; THENCE, DEPARTING SAID RIGHT OF WAY LINE, PROCEED SOUTH 78 DEGREES 42 MINUTES 36 SECONDS WEST, A DISTANCE OF 272.95 FEET; THENCE PROCEED SOUTH 67 DEGREES 45 MINUTES 14 SECONDS WEST, A DISTANCE OF 471.08 FEET; THENCE PROCEED SOUTH 01 DEGREES 32 MINUTES 08 SECONDS WEST, A DISTANCE OF 357.42 FEET TO THE SOUTH LINE OF SAID LINE OF SAID NORTHWEST QUARTER; THENCE PROCEED NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 455.04 FEET; THENCE, DEPARTING SAID SOUTH LINE, PROCEED NORTH 12 DEGREES 11 MINUTES 48 SECONDS WEST, A DISTANCE OF 260.80 FEET; THENCE PROCEED NORTH 63 DEGREES 54 MINUTES 08 SECONDS EAST, A DISTANCE OF 545.03 FEET; THENCE PROCEED NORTH 20 DEGREES 26 MINUTES 30 SECONDS WEST, A DISTANCE OF 26.15 FEET; THENCE PROCEED NORTH 67 DEGREES 43 MINUTES 11 SECONDS EAST, A DISTANCE OF 338.80 FEET; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST, A DISTANCE OF 104.55 FEET; THENCE PROCEED NORTH 71 DEGREES 24 MINUTES 20 SECONDS EAST, A DISTANCE OF 371.04 FEET TO THE POINT OF BEGINNING OF THE PARCEL HEREIN DESCRIBED, AND CONTAINS 6.45 ACRES, MORE OR LESS.

Grantors' reserve unto themselves, their heirs, and assigns, the right to use the said easement hereby granted for ingress and egress to their said lands over which this easement is granted to be enjoyed jointly with the Grantee herein, his heirs and assigns

FLORIDA DOCUMENTARY STAMP TAX REQUIRED
BY LAW IN THE AMOUNT OF \$.70 HAS
BEEN PAID. HENRIAN C. BRACKEN, CLERK
OKALOOSA COUNTY.
BY: Sophanie Meade oc

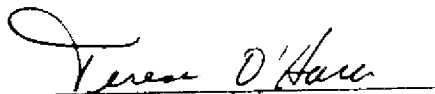
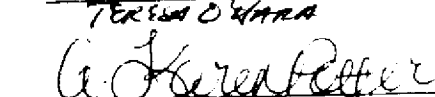
This private right-of-way and easement is given for the benefit of and as an easement appurtenant to the following described land located Okaloosa County, Florida, to-wit

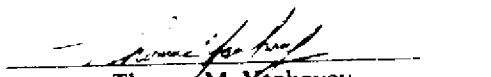
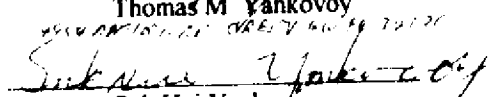
COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY FLORIDA; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF NORTHWEST QUARTER, A DISTANCE OF 157.56 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF ANTIOCH ROAD, SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 01 DEGREES 43 MINUTES 51 SECONDS, AN ARC DISTANCE OF 88.05 FEET, (CHORD BEARING AND DISTANCE = SOUTH 23 DEGREES 21 MINUTES 58 SECONDS EAST, A DISTANCE OF 88.05 FEET), TO THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 100.00 FEET; THENCE, DEPARTING SAID RIGHT OF WAY LINE, PROCEED NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, A DISTANCE OF 305.58 FEET TO THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG SAID EAST LINE, A DISTANCE OF 518.00 FEET TO THE SOUTH LINE OF SAID NORTHWEST QUARTER; THENCE PROCESS NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 438.15 FEET; THENCE, DEPARTING SAID SOUTH LINE, PROCEED NORTH 01 DEGREES 32 MINUTES 08 SECONDS EAST, A DISTANCE OF 347.42 FEET; THENCE PROCEED NORTH 67 DEGREES 45 MINUTES 14 SECONDS EAST, A DISTANCE OF 471.08 FEET; THENCE PROCEED NORTH 78 DEGREES 42 MINUTES 36 SECONDS EAST, A DISTANCE OF 272.95 FEET TO THE POINT OF BEGINNING OF THE PARCEL HEREIN DESCRIBED, AND CONTAINING 4.95 ACRES, MORE OR LESS.

or any portion thereof. This grant of easement shall run with the land described above and shall be binding on and shall enure to the benefit of L. Bruce Simpson and Wanda F Simpson, their heirs, successors or assigns

IN WITNESS WHEREOF, we have hereunto set our hands and seals this the 26th day of May, 1994

Signed, sealed and delivered
in the presence of


TERESA O'HARA

KAREN POTTER


Thomas M. Yankovoy

Suk Hui Yankovoy



STATE OF FLORIDA
COUNTY OF OKALOOSA

FILE# 1339013
OKALOOSA COUNTY, FLORIDA

RC'D: MAY 27 1994 @ 2:26 PM
NEWMAN C BRACKIN, CLERK

Before me, the undersigned authority, personally appeared THOMAS M YANKOVOY and SUK HUI YANKOVOY, known to me and known to me to be the individuals described in and who executed the foregoing instrument and acknowledged to and before me that they executed the same for the uses and purposes therein set forth * *produced a Fla drivers license*

Given under my hand and official seal the 26th day of May, 1994

PREPARED BY
OKALOOSA COUNTY CLERK
MY COMMISSION
CERTIFIED BY 22136


Notary Public ANGELA KAREN POTTER

My commission expires 3/1/96



ANGELA KAREN POTTER
MY COMMISSION # CC 100001 EXPIRES
MARCH 17, 1996
FORBORN THRU TRUDY PARR-BRACKIN, INC.



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: 1st reading after PDB

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Barry Henderson, Development Services Director, Nicholas Schwendt, CDS Planning Administrator
DATE: 9/4/2025
SUBJECT: Ordinance 2011-Antioch Road Rezoning

BACKGROUND:

On July 31, 2025, staff received an application to amend the comprehensive plan and zoning designations for property located on Antioch Rd.

The subject property is currently located inside the city limits of Crestview with a future land use and zoning designation of Commercial (C) and Commercial Low-Intensity District (C-1), respectively.

The application requests the Single and Multi-Family Density Dwelling District (R-3) zoning designation for the property.

The Planning and Development Board recommended approval of the request on September 2, 2025.

DISCUSSION:

The property description is as follows:

Property Owner: HARDBALL HOLDINGS LLC
Parcel ID: 26-3N-24-0000-0015-0010
Site Size: 7.56 acres
Current FLU: Commercial (C)
Current Zoning: Commercial Low-Intensity District (C-1)
Current Land Use: Vacant

The following table provides the surrounding land use designations, zoning districts, and existing uses.

Direction	FLU	Zoning	Existing Use
North	Commercial (C), Okaloosa County Low Density Residential, & Okaloosa County Agriculture	Commercial Low-Intensity District (C-1), Okaloosa County Residential-1, Okaloosa County Agricultural	Vacant & Residential
East	Public Lands (PL)	Public Lands (PL)	Commercial
South	Commercial (C) & Okaloosa County Agriculture	Commercial Low-Intensity District (C-1) & Okaloosa County Agricultural	Residential
West	Okaloosa County Agriculture	Okaloosa County Agricultural	Vacant

The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property can be developed for residential or multi-family use.

Staff reviewed the request for rezoning and finds the following:

- The proposed zoning is consistent with the proposed future land use designation.
- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.
- The requested use is not substantially more or less intense than allowable development on adjacent parcels.

Courtesy notices were mailed to property owners within 300 feet of the subject property on August 12, 2025. The property was posted on August 11, 2025. An advertisement ran in the Crestview News Bulletin on August 21, 2025.

GOALS & OBJECTIVES

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

Foundational – these are the four 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 six areas focus on the overall experience when provided by the city.

Community Character – Promote desirable growth with a hometown atmosphere.

Opportunity – Promote an environment that encourages economic and educational opportunity.

Community Culture – Develop a specific identity for Crestview.

FINANCIAL IMPACT

The application fee for the rezoning request was \$750.00. There was no additional cost of advertising as the rezoning request was included in the advertisement for the comprehensive plan amendment.

RECOMMENDED ACTION

Staff respectfully requests that the council move Ordinance 2011 to second reading for adoption.

Attachments

1. Exhibit Packet
2. PZ-2025-36-25-030 project narrative letter_combined
3. PZ-2025-36-ingress egress easement

ORDINANCE: 2011

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 7.56 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, FROM THE COMMERCIAL LOW-INTENSITY DISTRICT (C-1) ZONING DISTRICT TO THE SINGLE AND MULTI-FAMILY DENSITY DWELLING DISTRICT (R-3) 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.

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

SECTION 1 – AUTHORITY. The authority for enactment of this ordinance is Section 166.041, Florida Statutes and Chapter 102, City Code.

SECTION 2 – PROPERTY REZONED. The following described 7.56 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 7.56 acres, more or less, being formerly zoned Commercial Low-Intensity District (C-1) with the Residential (R) Future Land Use Map designation recently ratified by the City Council through adoption of Ordinance 2010, is hereby rezoned to Single and Multi-Family Density Dwelling District (R-3) to wit:

PIN # 26-3N-24-0000-0015-0010

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY, FLORIDA; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF NORTHWEST QUARTER, A DISTANCE OF 157.56 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF ANTIOCH ROAD, SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 01 DEGREES 43 MINUTES 51 SECONDS, AN ARC DISTANCE OF 88.05 FEET, (CHORD BEARING AND DISTANCE = SOUTH 23 DEGREES 21 MINUTES 58 SECONDS EAST, A DISTANCE OF 88.05 FEET), TO THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 423.56 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 100.00 FEET; THENCE, DEPARTING SAID RIGHT OF WAY LINE, PROCEED SOUTH 78 DEGREES 42 MINUTES 36 SECONDS WEST, A DISTANCE OF 272.95 FEET; THENCE PROCEED SOUTH 67 DEGREES 45 MINUTES 14 SECONDS WEST, A DISTANCE OF 471.08 FEET; THENCE PROCEED SOUTH 01 DEGREES 32 MINUTES 08 SECONDS WEST, A DISTANCE OF 357.42 FEET TO THE SOUTH LINE OF SAID NORTHWEST QUARTER; THENCE PROCEED NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 455.04 FEET; THENCE, DEPARTING SAID SOUTH LINE PROCEED NORTH 12 DEGREES 11 MINUTES 48 SECONDS WEST, A DISTANCE 260.80 FEET; THENCE

PROCEED NORTH 63 DEGREES 54 MINUTES 08 SECONDS EAST A DISTANCE OF 545.03 FEET; THENCE PROCEED NORTH 20 DEGREES 26 MINUTES 30 SECONDS WEST, A DISTANCE OF 26.15 FEET; THENCE PROCEED NORTH 57 DEGREES 43 MINUTES 11 SECONDS EAST, A DISTANCE OF 338.80 FEET; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST, A DISTANCE 104.55; THENCE PROCEED NORTH 71 DEGREES 24 MINUTES 20 SECONDS EAST, A DISTANCE OF 371.04 FEET TO THE POINT OF BEGINNING. AND COMMENCE AT THE RAILROAD SPIKE MARKING THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY, FLORIDA, AS GIVEN IN DEED RECORDED IN OFFICIAL RECORD BOOK 1659, PAGE 869, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA; THENCE PROCEED SOUTH 00 DEGREES 54 MINUTES 02 SECONDS WEST, A DISTANCE OF 118.78 FEET TO A POINT LYING IN THE RIGHT OF WAY LINE OF ANTIOCH ROAD; SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE AND ALONG SAID RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 02 DEGREES 23 MINUTES 29 SECONDS, AN ARC DISTANCE OF 121.66 FEET, (CHORD BEARING AND DISTANCE= SOUTH 23 DEGREES 02 MINUTES 09 SECONDS, A DISTANCE OF 121.65 FEET), TO A 6 INCH SQUARE CONCRETE RIGHT OF WAY MONUMENT MARKING THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED ALONG SAID RIGHT OF WAY LINE SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, A DISTANCE OF 259.89 FEET; THENCE PROCEED SOUTH 66 DEGREES 09 MINUTES 53 SECONDS WEST, A DISTANCE OF 360.37 FEET; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST A DISTANCE OF 25.45 FEET THENCE PROCEED SOUTH 67 DEGREES 43 MINUTES 11 SECONDS WEST, A DISTANCE 338.80 FEET TO THE POINT OF BEGINNING; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST, A DISTANCE 26.15 FEET; THENCE PROCEED SOUTH 53 DEGREES 54 MINUTES 08 SECONDS WEST, A DISTANCE OF 545.03 FEET; THENCE PROCEED NORTH 12 DEGREES 11 MINUTES 48 SECONDS WEST A DISTANCE OF 63.72 FEET; THENCE PROCEED NORTH 67 DEGREES 45 MINUTES 09 SECONDS EAST A DISTANCE OF 533.50 FEET TO THE POINT OF BEGINNING.

SECTION 3 – MAP UPDATE. The Crestview Zoning Map, current edition, is hereby amended to reflect the above changes concurrent with passage of this ordinance, which is attached hereto.

SECTION 4 – 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 5 – 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 6 – 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 7 – REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of 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 8 – EFFECTIVE DATE. The effective date of this Ordinance shall be the date Comprehensive Plan Amendment is adopted by Ordinance # 2010 and becomes legally effective.

Passed and adopted on second reading by the City Council of Crestview, Florida on the 22nd day of September, 2025.

ATTEST:

Maryanne Girard
City Clerk

Approved by me this 22nd day of September, 2025.

J. B. Whitten
Mayor

Adopted Zoning



0 200 400
Feet

Legend

-  Subject Parcel
-  City Limits

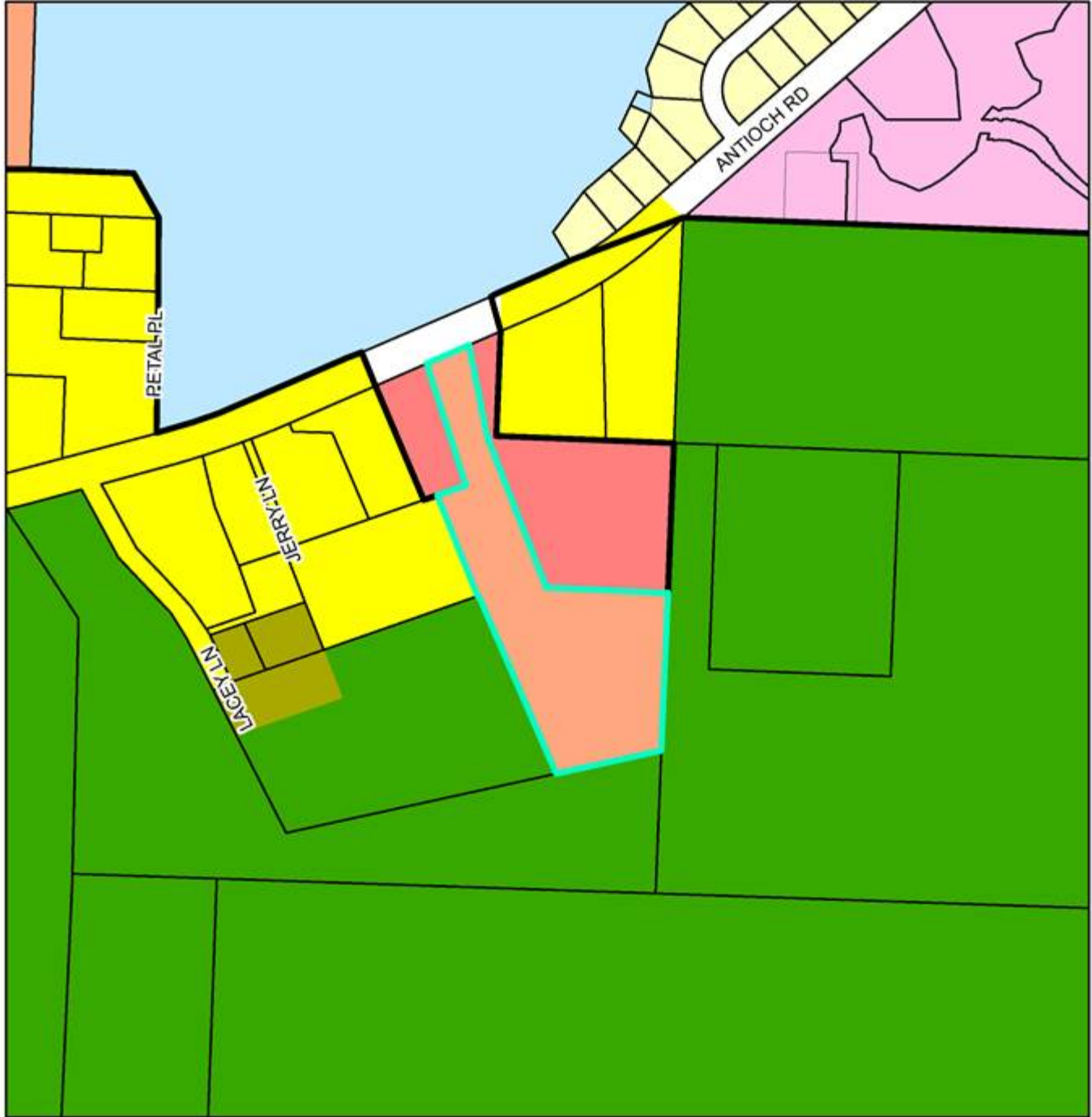
Zoning

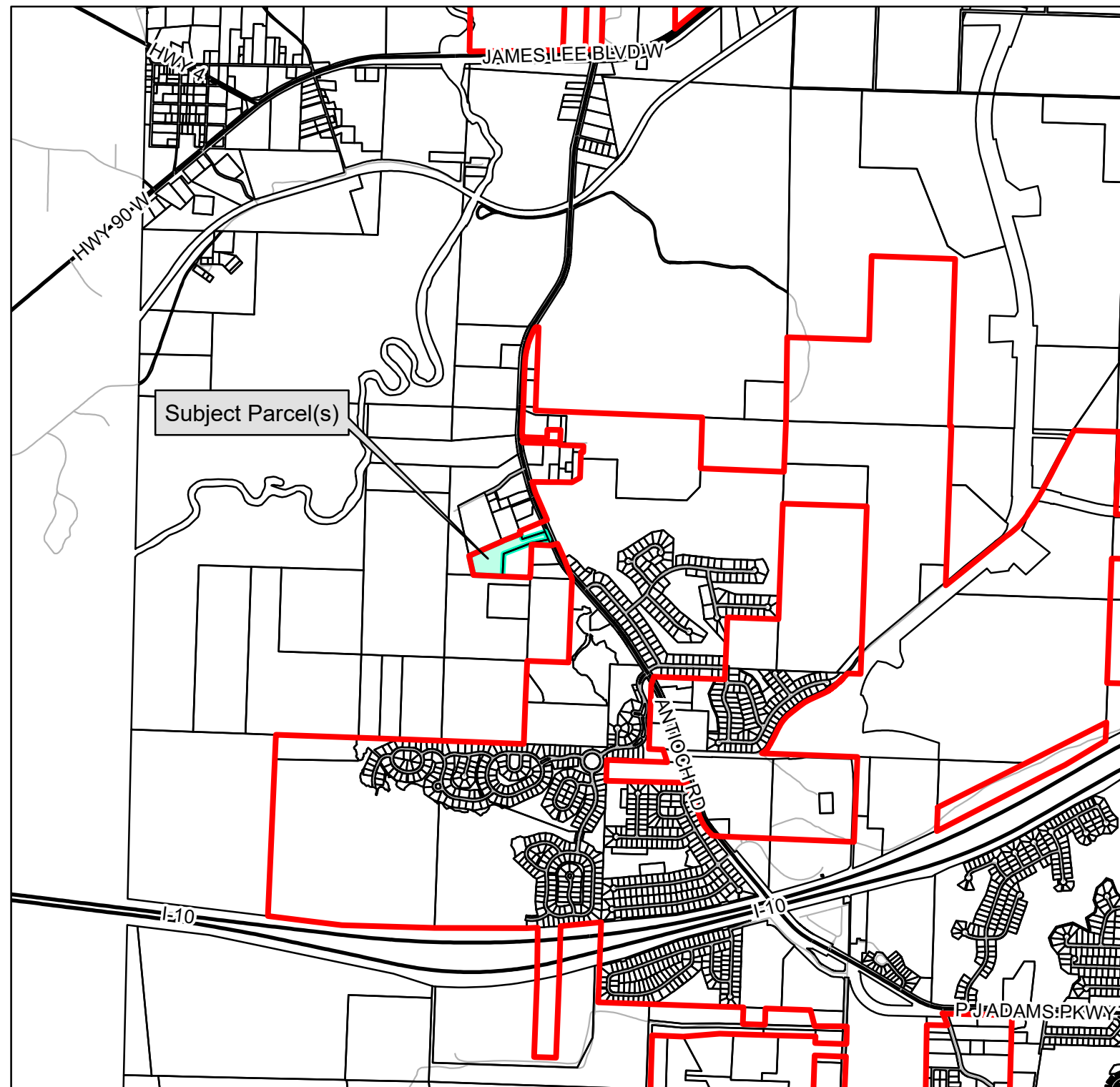
City Zoning

-  Single Family Estate
-  Dwelling District (R-1E)
-  Single Family Low Density District (R-1)
-  Single Family Medium Density District (R-2)
-  Single and Multi-Family Dwelling District (R-3)
-  Mixed Use (MU)
-  Commercial (C-1)
-  Commercial (C-2)
-  Industrial (IN)
-  Public Lands (P)
-  Conservation (E)
-  Planned Unit Development (PUD)

County Zoning

-  Agricultural (AA)
-  Residential - 1 (R-1)
-  Mixed Use (MU)



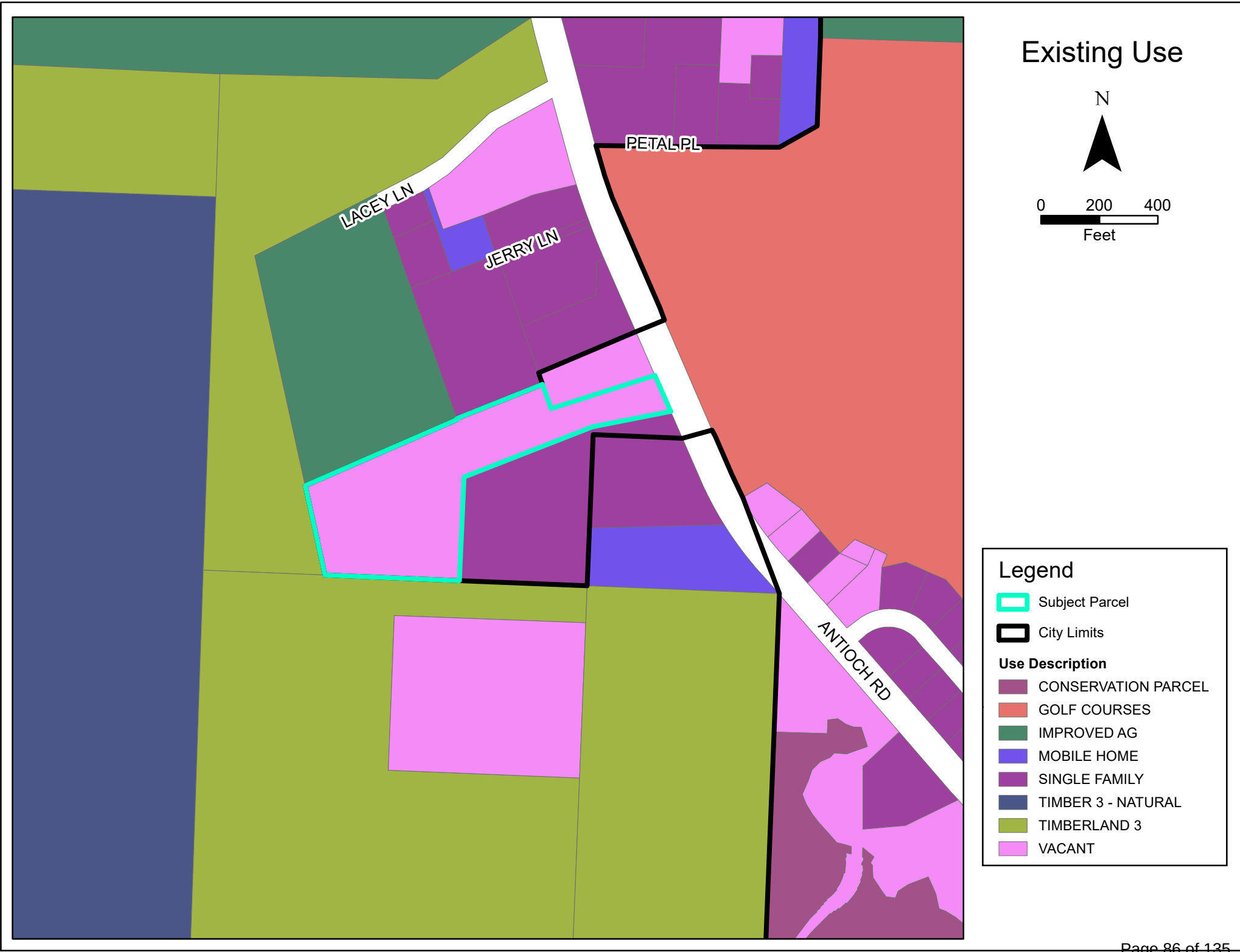


Vicinity Map



Not to Scale

PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET



Current Future Land Use



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Future Land Use

 Commercial (C)

 Industrial (IN)

 Mixed Use (MU)

 Conservation (CON)

 Public Lands (PL)

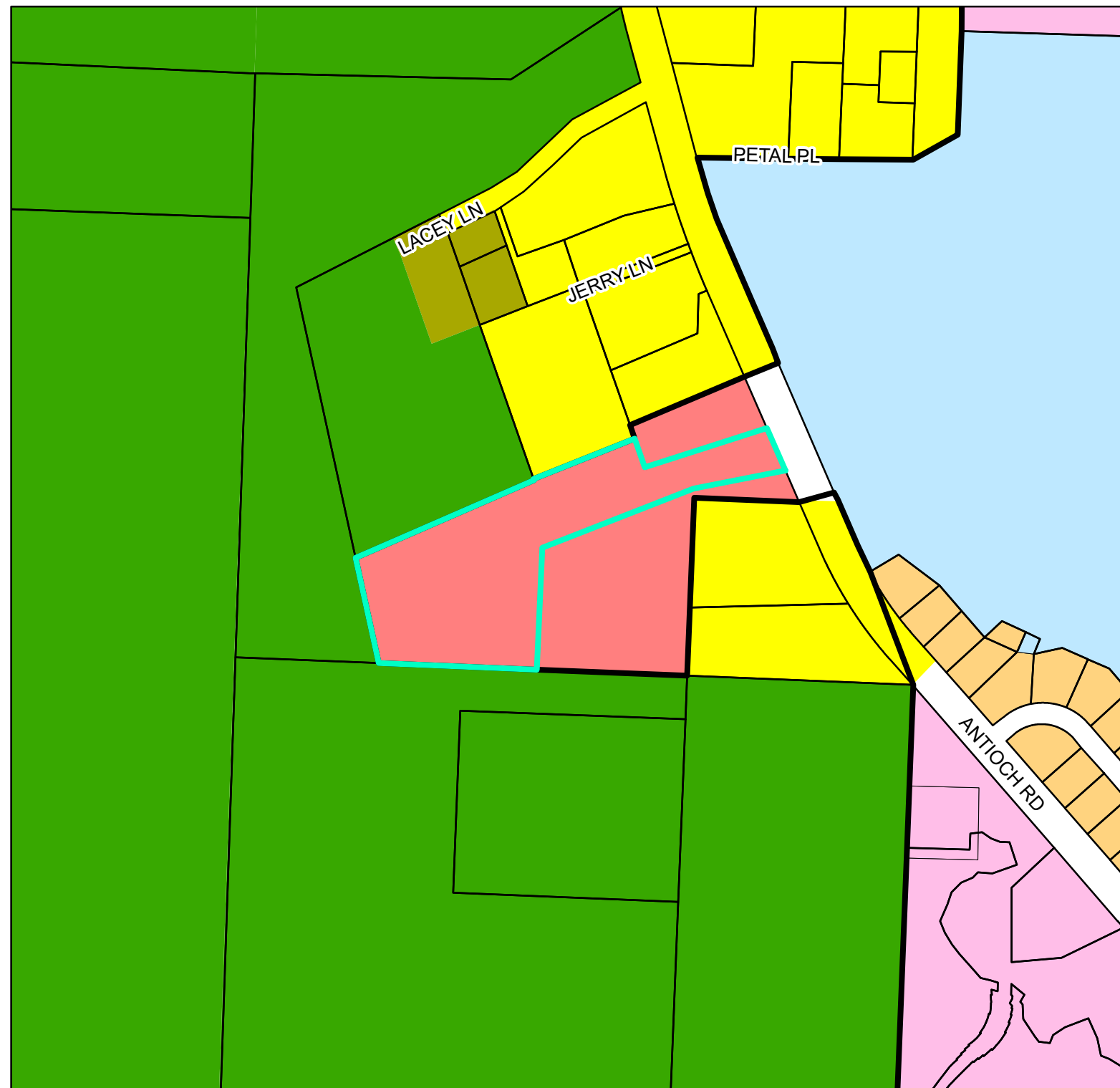
 Residential (R)

County Future Land Use

 Agriculture (AG)

 Low Density
Residential (LDR)

 Mixed Use (MU)



Current Zoning



0 200 400
Feet

Legend

Subject Parcel

City Limits

City Zoning

Single Family Estate Dwelling District (R-1E)

Single Family Low Density District (R-1)

Single Family Medium Density District (R-2)

Single and Multi-Family Dwelling District (R-3)

Mixed Use (MU)

Commercial (C-1)

Commercial (C-2)

Industrial (IN)

Public Lands (P)

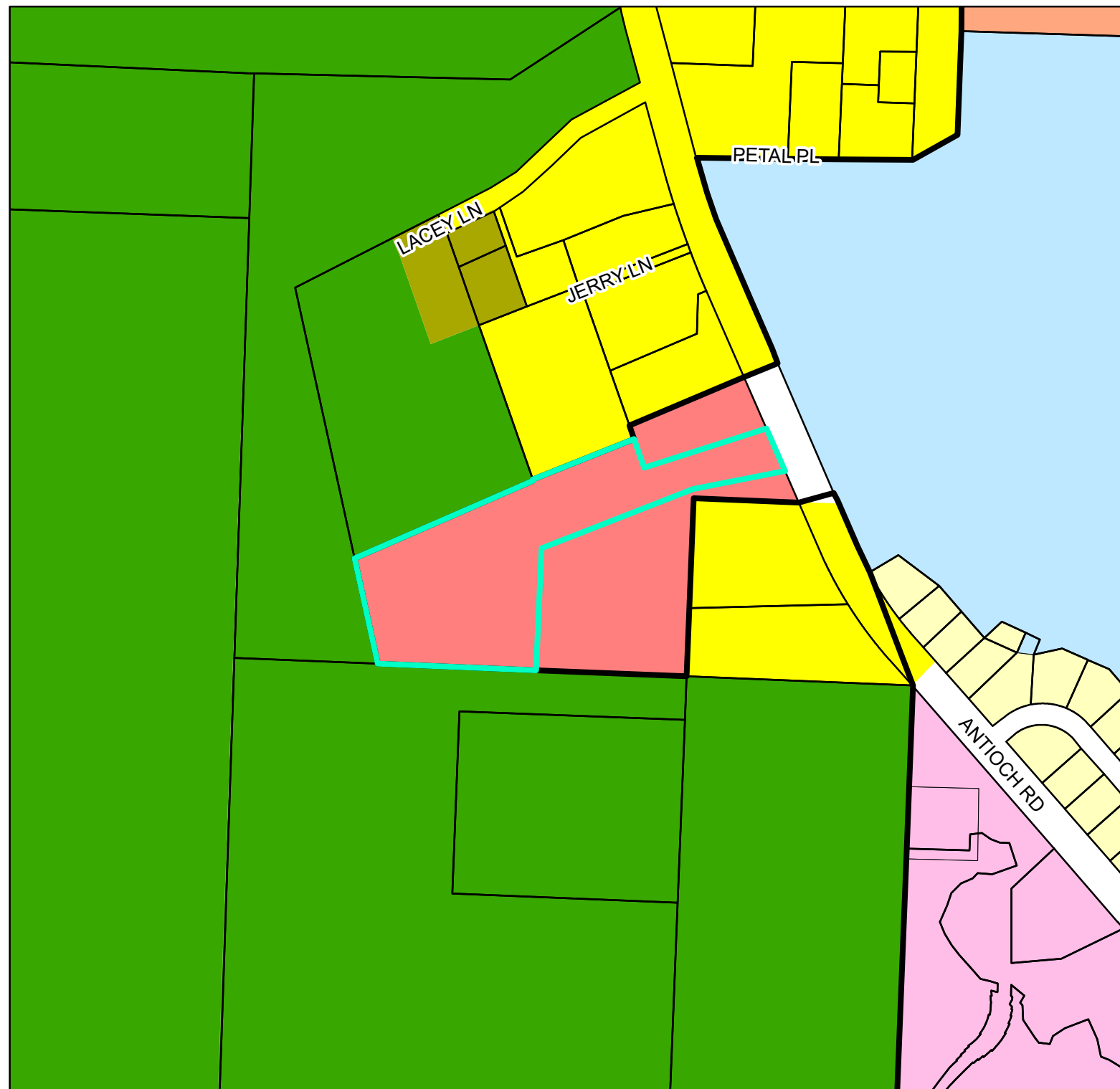
Conservation (E)

County Zoning

Agricultural (AA)

Residential - 1 (R-1)

Mixed Use (MU)



Future Zoning Excerpt



0 200 400
Feet

Legend

- Subject Parcel
- City Limits
- Single Family Estate District (R-1E)
- Single Family Low Density District (R-1)
- Single Family Medium Density District (R-2)
- Single and Multi-Family Dwelling District (R-3)
- Mixed Use (MU)
- Commercial (C-1)
- Commercial (C-2)
- Industrial (IN)
- Public Lands (P)
- Conservation (E)

LACEY LN

JERRY LN

PETAL PL

ANTIOCH RD

Proposed Future Land Use



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Future Land Use

 Commercial (C)

 Industrial (IN)

 Mixed Use (MU)

 Conservation (CON)

 Public Lands (PL)

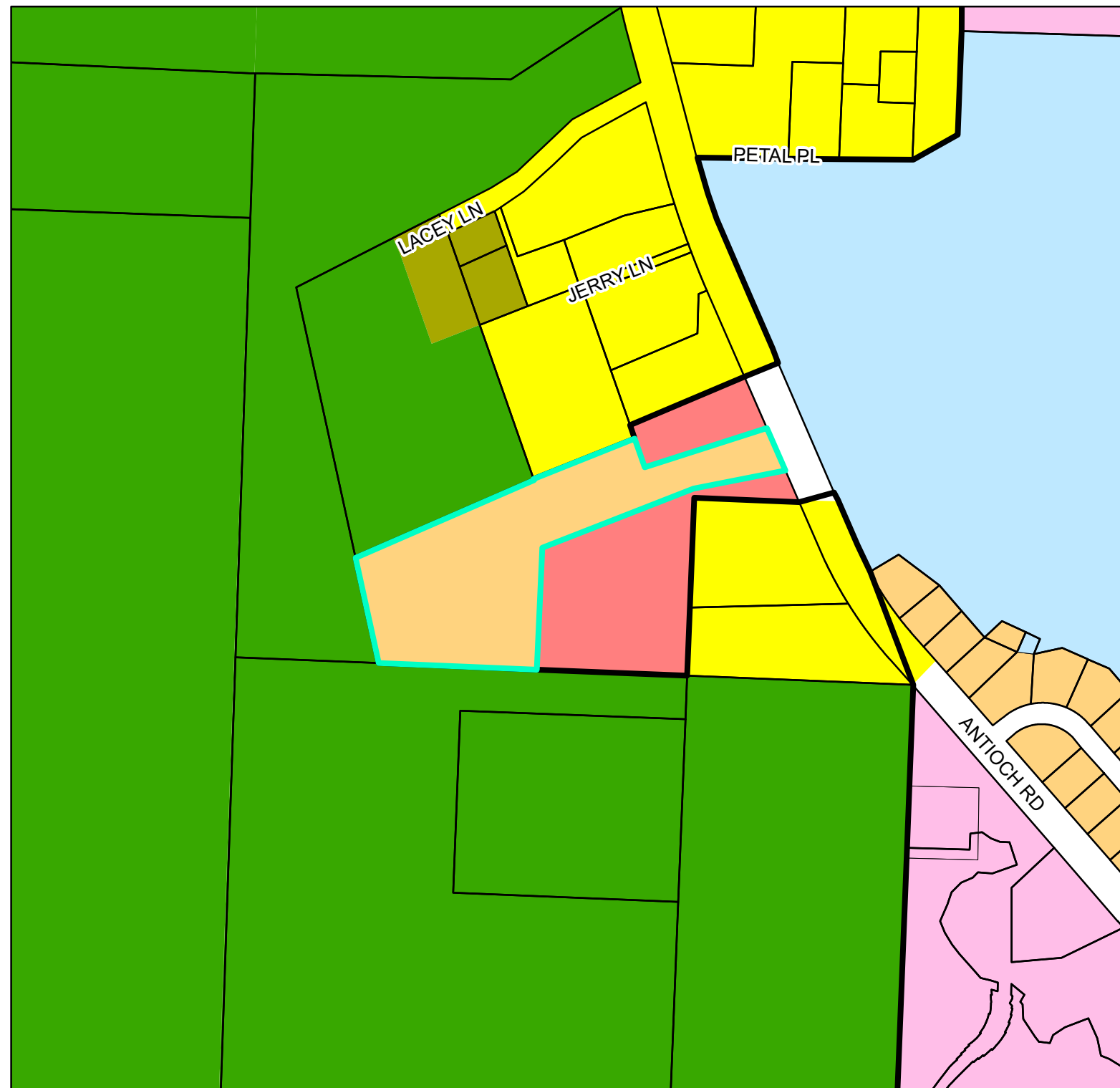
 Residential (R)

County Future Land Use

 Agriculture (AG)

 Low Density Residential (LDR)

 Mixed Use (MU)



Proposed Zoning



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Zoning

 Single Family Estate Dwelling District (R-1E)

 Single Family Low Density District (R-1)

 Single Family Medium Density District (R-2)

 Single and Multi-Family Dwelling District (R-3)

 Mixed Use (MU)

 Commercial (C-1)

 Commercial (C-2)

 Industrial (IN)

 Public Lands (P)

 Conservation (E)

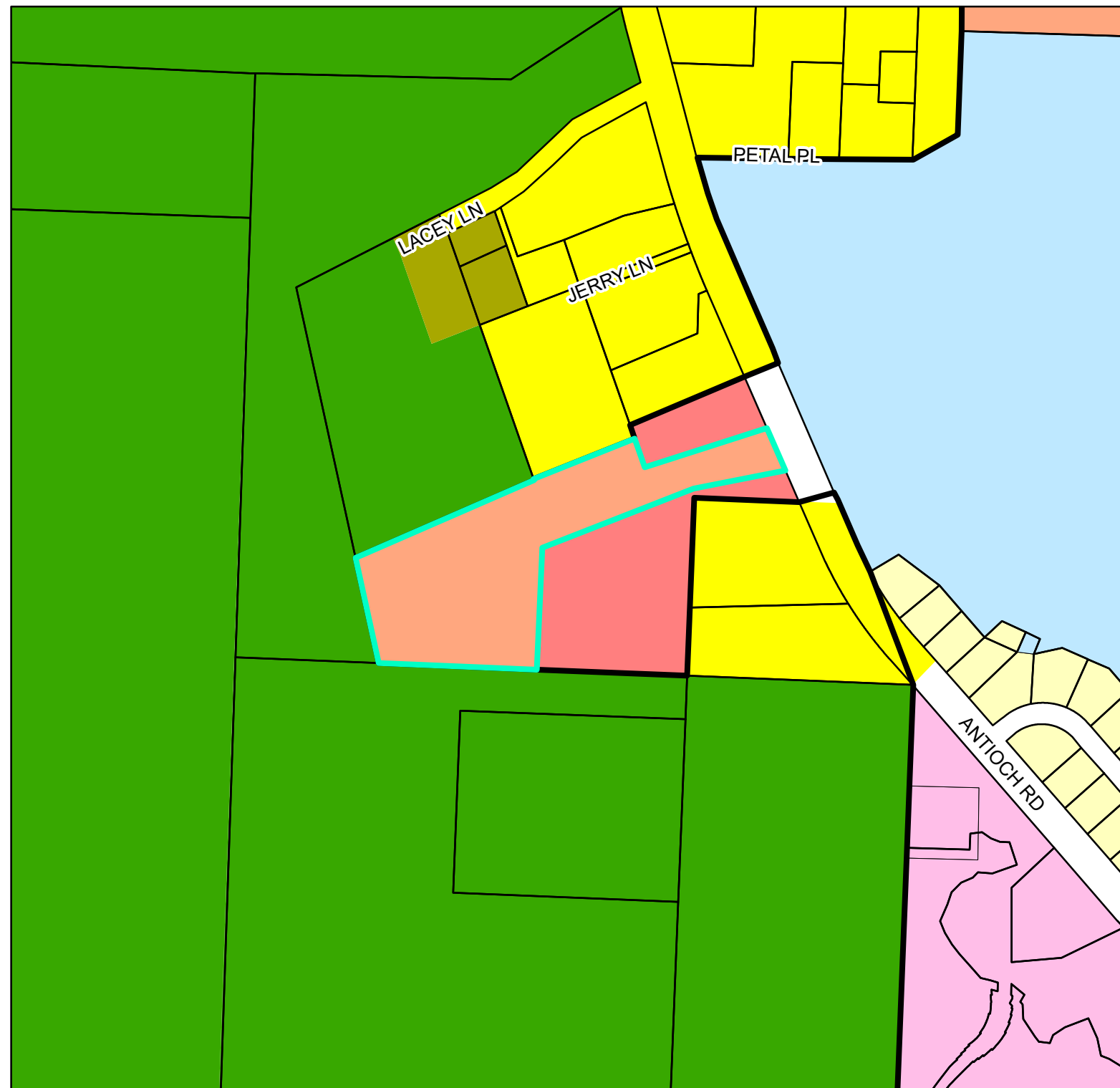
 Planned Unit Development (PUD)

County Zoning

 Agricultural (AA)

 Residential - 1 (R-1)

 Mixed Use (MU)



Adopted Future Land Use



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

City Future Land Use

 Commercial (C)

 Industrial (IN)

 Mixed Use (MU)

 Conservation (CON)

 Public Lands (PL)

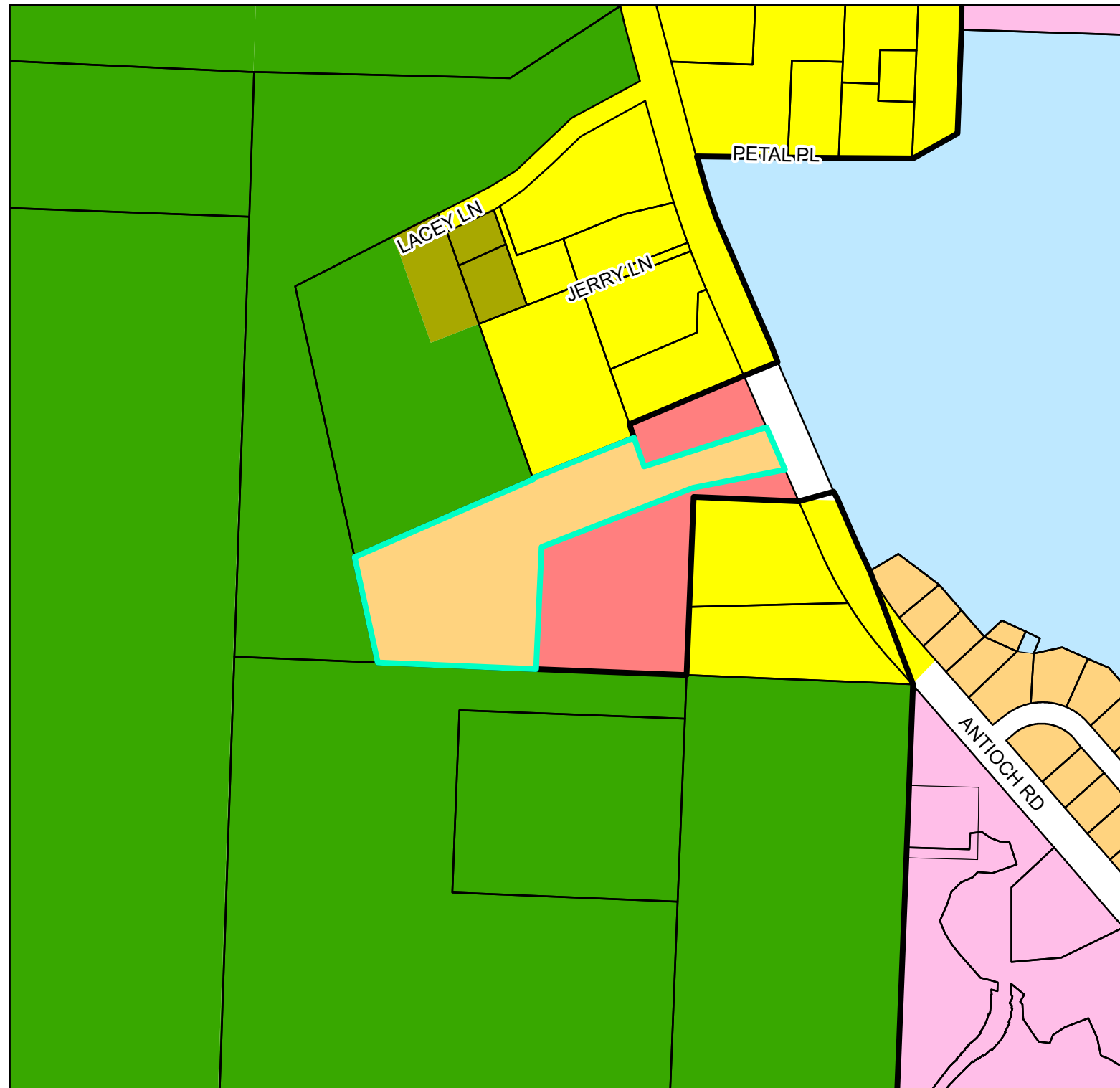
 Residential (R)

County Future Land Use

 Agriculture (AG)

 Low Density
Residential (LDR)

 Mixed Use (MU)



Adopted Zoning



0 200 400
Feet

Legend

 Subject Parcel

 City Limits

Zoning

City Zoning

 Single Family Estate Dwelling District (R-1E)

 Single Family Low Density District (R-1)

 Single Family Medium Density District (R-2)

 Single and Multi-Family Dwelling District (R-3)

 Mixed Use (MU)

 Commercial (C-1)

 Commercial (C-2)

 Industrial (IN)

 Public Lands (P)

 Conservation (E)

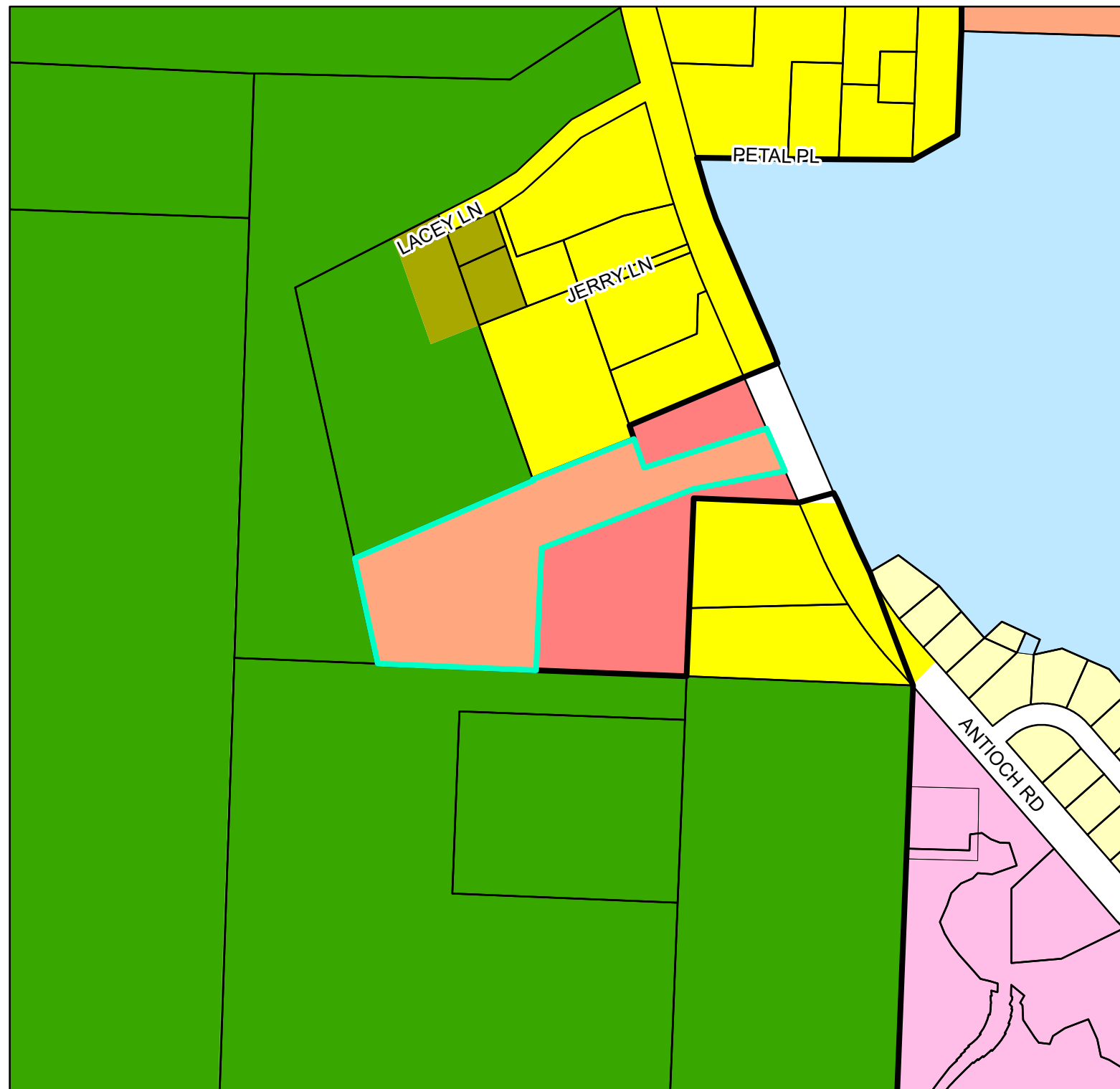
 Planned Unit Development (PUD)

County Zoning

 Agricultural (AA)

 Residential - 1 (R-1)

 Mixed Use (MU)



7/31/2025

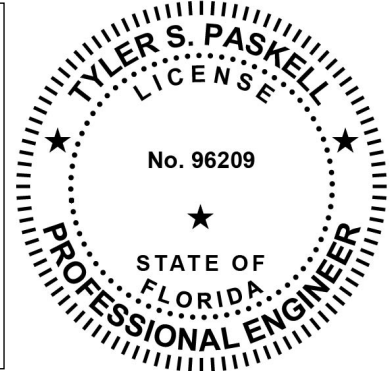
AE Project No. 25-030

City of Crestview Community Development Services
Planning & Zoning Division
198 Wilson Street N.
Crestview, FL 32536
(850) 682-1560

Re: Parcel 26-3N-24-0000-0015-0010
FLU and Rezoning Amendment
Project Narrative Letter

This item has been electronically signed and sealed by Tyler S. Paskell, P.E. on the date adjacent to the seal using a SHA authentication code.

Printed copies of this document are not considered signed and sealed and the SHA authentication code must be verified on any electronic copies.



Dear Sir or Madam,

Please accept this narrative as a summary of the proposed Future Land Use and Zoning Amendment for the subject property. This narrative will summarize the applicant's intentions with this rezoning request and the proposed Amendment's conformance with the City of Crestview Growth Strategy and Land Development Code.

	Existing	Proposed
Future Land Use	Commercial (C)	Residential (R)
Zoning	Commercial Low-Intensity District (C-1)	Single and Multi-Family Dwelling District (R-3)
Allowable Residential Density	25 Units per Acre	8 Units per Acre
Allowable Non-Residential Floor Area Ratio (FAR)	2.0	N/A
Allowable Impervious Surface Ratio (ISR)	80%	75%
Primary Uses Allowed	See table attached	See table attached
Conditional Uses Allowed	See table attached	See table attached

The applicant is requesting a Future Land Use (FLU) and Zoning Amendment for the subject property in order to bring it into alignment with existing and emerging development patterns in the surrounding area. This change supports the City of Crestview's Growth Strategy by promoting more efficient land use and providing attainable housing in close proximity to infrastructure.

The subject property is currently zoned Commercial Low-Intensity (C-1), which permits limited commercial uses and a residential density of up to 25 units per acre. While this classification theoretically allows for high-density residential development, it is primarily intended to support commercial activity, something not feasible or desirable on this site due to location, access, and surrounding residential context. The proposed rezoning to the

Single and Multi-Family Dwelling District (R-3), with a corresponding Future Land Use designation of Residential (R), would more appropriately support medium-density housing and is compatible with adjacent neighborhoods, which have future zoning MU, R-2 or C-1. See the attached excerpt from the Future Zoning Map for reference.

According to a Boundary and Topographical Survey prepared by FGS-Surveyors on May 11, 2022, the property comprises approximately 6.45 acres. A Title Report prepared by Moulton Land Title, Inc. (dated October 26, 2022) identified HOA Covenants and Restrictions on the property, including an Ingress/Egress Easement. The subject property, along with adjacent parcels to the north and south, was recently annexed into the City of Crestview and initially zoned C-1. However, the existing HOA Covenants restricted development to one residential dwelling per lot, creating a conflict that rendered the property practically undevelopable under its commercial zoning.

This conflict has since been resolved through a legal release of the restrictive covenants, as documented by Mead Law & Title, PLLC. The existing Ingress/Egress Easement, which provides access to the southern parcel, is proposed to be replaced by a platted 50-foot right-of-way during development order and platting phases, pending coordination and approval by the adjacent property owner.

A conceptual development scenario has been prepared and attached to evaluate the practical implications of the proposed zoning designation.

With the rising cost of infrastructure, inflation in construction materials, and high interest rates, the current zoning does not support the type of purchasable housing needed to meet demand from working-class residents in the area. The proposed R-3 zoning will enable the development of housing priced for low to moderate-income households without relying on subsidized rental models.

In summary, this amendment facilitates compatible development of a long-underutilized parcel. It addresses a previously unresolved development conflict, responds to demonstrated housing needs, and advances the City's goals of balanced growth and livability.

Please feel free to contact me with any questions at 850-462-8668 or tylerp@arkonic.co.

Sincerely,

Arkonic Engineering, PLLC

Tyler S. Paskell, PE
President

Attachment 1:
Zoning Use Table

4.06.00 - LAND USES PERMISSIBLE IN EACH ZONING DISTRICT

- A. How to read the Table of Permissible Uses (Table 4.06.00)
1. Within the Table 4.06.00, the letter "P" indicates that the land use is permissible, subject to compliance with the standards of the zoning district.
 2. The letter "S" indicates that the use is permissible, subject to compliance with the standards of the zoning district, and the supplemental standards specified for the use. Supplemental standards are contained in Chapter 7.
 3. An empty cell indicates the use is prohibited.
 4. Reference back to 4.05.00B3 for uses not allowed in the Downtown Overlay District.
 5. Any use that is not identified in Table 4.06.00 is prohibited unless it is found to be substantially similar by the Planning Administrator.
 - a. A requested use shall be considered substantially similar when the characteristics of the requested use are equivalent in type, intensity, degree, or impact when compared to a use named in Table 4.06.00. Examples of characteristics to be considered include the following:
 - (1) Typical hours of operation;
 - (2) Use of outdoor storage;
 - (3) Trip generation rates;
 - (4) Generation of noise, light pollution, odor, smoke, electromagnetic interference, or vibration; and
 - (5) Customary activities associated with the use.
 - b. A requested use shall be consistent with the Comprehensive Plan.
 - c. A requested use shall be consistent with the purposes of the zoning district applicable to the parcel.
 - d. The administrative interpretation of uses shall be subject to appeal, as set forth in Chapter 9.

Table 4.06.00 - Permissible Uses in Each Zoning District

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Residential Uses										
Single-family dwelling	P	P	P	P	P					
Duplex or Triplex				P	P					
Multifamily / Apartments / Condos				P	P	P				
Townhouse				S 7.05.08	S 7.05.08					
Manufactured homes		P	P	P	P					
Manufactured home community					S 7.05.06					
Non-Residential Uses										
Alcohol package store (no consumption on premises)						P	P			
Animal hospital or veterinary clinic						P	P			
Arenas, band shell, amphitheater, outdoor performance area						P	P		P	

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Artisan studio					P	P	P			
Asphalt or concrete plant								P		
ATM kiosk					P	P	P	P	P	
Bait and tackle					P	P	P			
Barber, beauty salon, nail salons, aesthetician, and other similar uses					P	P	P			
Bed and breakfast lodging					P	P	P			
Building materials, building supply, enclosed lumber yard						P	P	P		
Business support services, such as copying, mailing, printing, private mail service					P	P	P	P		
Car wash or detailing facility						P (7.05.01.B)	P	P		
Cemetery									P	
Community Center, club, or lodge					P	P	P			
Commercial recreation, including bowling, laser tag, video arcades, go karts, and other similar uses					P	P	P			
Residential subdivision public community/amenity center	P	P	P	P	P					
Cultural facility, such as library, museum, or gallery					P	P	P			
Day-care (child), nursery school, kindergarten, or pre-kindergarten					P	P	P			
Day-care (adult)					P	P	P			

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Distribution centers, may include warehousing, dispatch offices, vehicle yards							P	P		
Essential public / municipal services		P	P	P	P	P	P	P	P	P
Farmer's market, outdoor sales, roadside vendors					P	P	P		P	
Financial institutions, banks, credit unions, brokerages, no drive-up window						P	P			
Financial institutions, banks, credit unions, brokerages, with drive-up window						P	P			
Food stores, specialty, such as bakeries, candy, ethnic groceries, catering services					P	P	P			
Food Truck Sites					S 7.05.07	S 7.05.07	S 7.05.07	S 7.05.07		
Fortune tellers and psychics					P	P				
Freight and moving companies						P (7.05.01.B)	P	P		
Fuel/gasoline station, may include convenience store, restaurant, automotive supplies, but not repair						P (7.05.01.B)	P	P		
Funeral homes, mortuaries, crematoria						P (7.05.01.B)	P			
Garden, community or neighborhood	P	P	P	P	P	P			P	P
Golf course	P	P	P	P	P				P	
Grocery store, supermarket						P	P			

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Group home, congregate living facility and similar uses				P	P	P				
Health clubs, exercise clubs, spas, gyms					P	P	P			
Hospital						P	P	P	P	
Hotels, motels, inns and similar lodging facilities						P	P			
Ice vending machine					P	P	P	P	P	
Industrial uses, heavy industry with nuisance factors, such as odor, noise, vibration, electronic interference								P		
Junk or salvage yards, recycling facilities								P		
Kennel with outdoor runs						P (7.05.01.B)	P			
Kennel, no outdoor runs					P	P (7.05.01.B)	P	P		
Laboratories, medical						P	P	P		
Laboratories, industrial							P	P		
Landscaping materials sales: plants, stone, mulch, gravel, supplies, greenhouse, nursery yards						P (7.05.01.B)	P	P		
Laundry facility, self-service					P	P	P	P		
Lounge, bar or nightclub						P	P			
Light manufacturing, light assembly, fully enclosed building, no nuisance factors					P	P	P	P		

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Heavy manufacturing and intense industrial activities including production, fabrication, assembly, outdoor storage, with nuisance factors								P		
Medical and dental clinics, outpatient facilities						P	P			
Medical facility for recovery or rehabilitation services, includes substance abuse center, physical or mental rehabilitation, overnight stays						P	P			
Medical marijuana dispensary, Drug stores and pharmacies						S 7.05.02	S 7.05.02			
Nursing home or convalescent facility, overnight stay				P	P	P	P			
Offices, general, includes offices for trades or construction businesses					P	P	P	P		
Parking lot or parking garage, commercial						P	P	P		
Pawnshops						P	P			
Personal services, such as jewelry repair, shoe repair, tailoring, dry cleaning pick-up center					P	P	P			

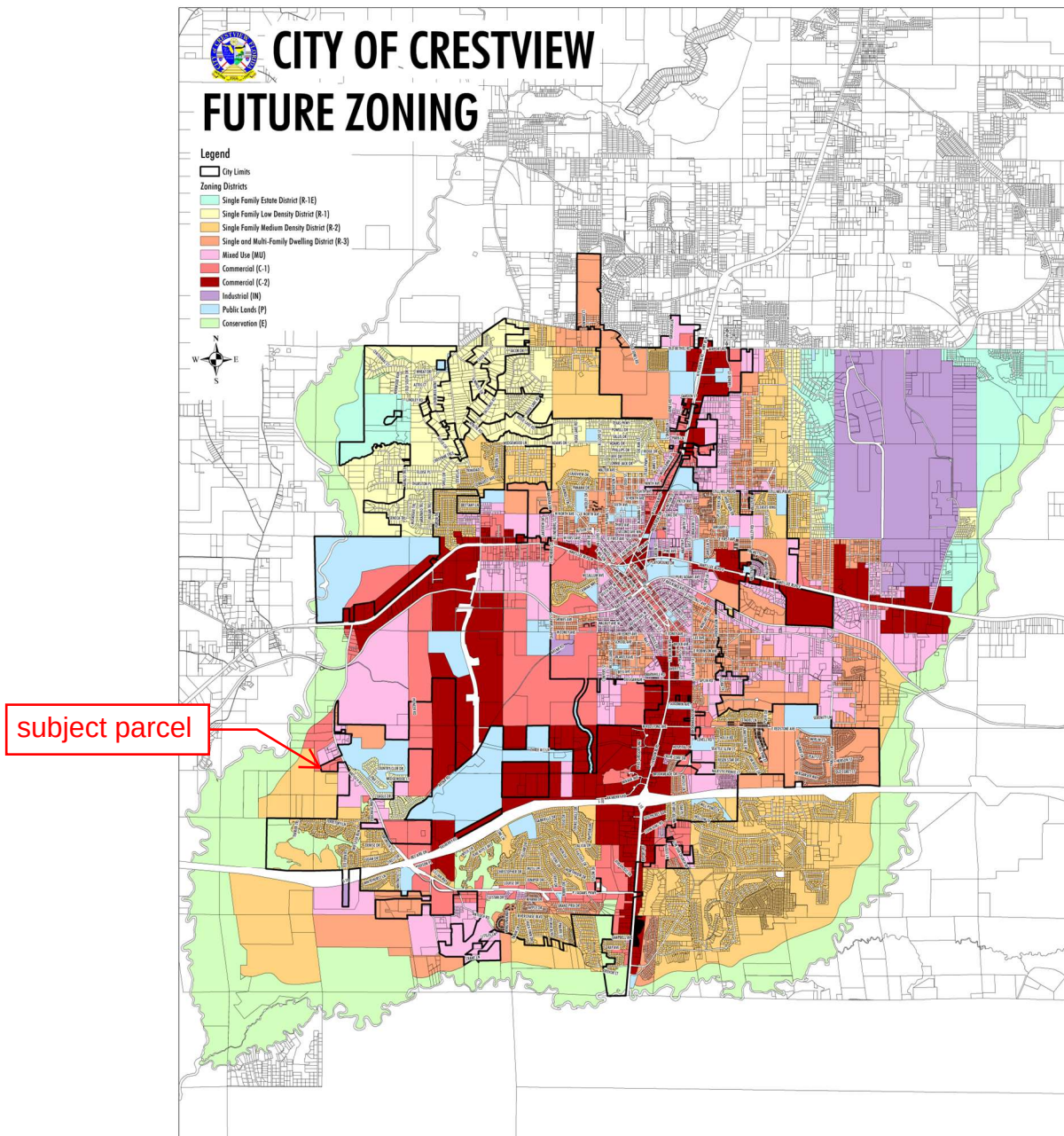
Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Professional offices, accounting, government operations, legal services, bookkeeping, realtors, brokers, insurance, etc.					P	P	P			
Recreational camping					S 7.05.03B	S 7.05.03B	S 7.05.03			S 7.05.03
Recreational vehicle park					S 7.05.04	S 7.05.04	S 7.05.04			
Religious facility		P	P	P	P	P	P	P	P	
Repair shops, small equipment, small appliances						P	P	P		
Restaurants, drive-through and fast food						P	P			
Restaurants, (drive-through not allowed)					P	P	P			
Retail shops, freestanding or within centers, includes department stores or specialty shops such as art, antiques, furniture, florist, appliances, jewelry, media, office supplies, automotive supplies, etc.					P	P	P			
Retail, large-scale discount establishments, big-box stores						P	P			
RV, motor homes, travel trailers, or manufactured home sales lot						P (7.05.01.B)	P	P		
Schools: academic, charter, public or private		P	P	P	P	P	P		P	
Schools: business, commercial, trade, vocational					P	P	P	P	P	

Principle Land Use	Zoning District									
	R-1E	R-1	R-2	R-3	MU	C-1	C-2	IN	P	E
Self-storage, mini-storage facilities					P	P	P	P		
Stone, granite, monument sales						P (7.05.01.B)	P			
Studios for personal instruction, such as music, dancing, art or photography					P	P	P			
Tattoo parlors and body-piercing studios					P	P	P			
Terminals, bus, transit, includes truck stop							P	P		
Theaters, movie or performing arts						P	P			
Towers, radio, TV, telecommunication	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	S 7.05.05	
Trades, maintenance services, and heavy repair services, including outdoor storage, equipment yards, machine shops, welding shops, towing services							P	P		
Uses that are adult-oriented, including bookstores, movie stores, theaters, entertainment, and retail stores								P		
Vehicle: repair, body shop							P	P		
Vehicle: sales and rentals, including automobiles, trucks, and motorcycles						P (7.05.01.B)	P			
Vehicle: construction, heavy equipment sales and rental							P	P		
Vehicle: storage yards						P (7.05.01.B)	P			
Warehousing, not including self-services storage						P (7.05.01.B)	P	P		

Attachment 2:
City of Crestview Future Zoning

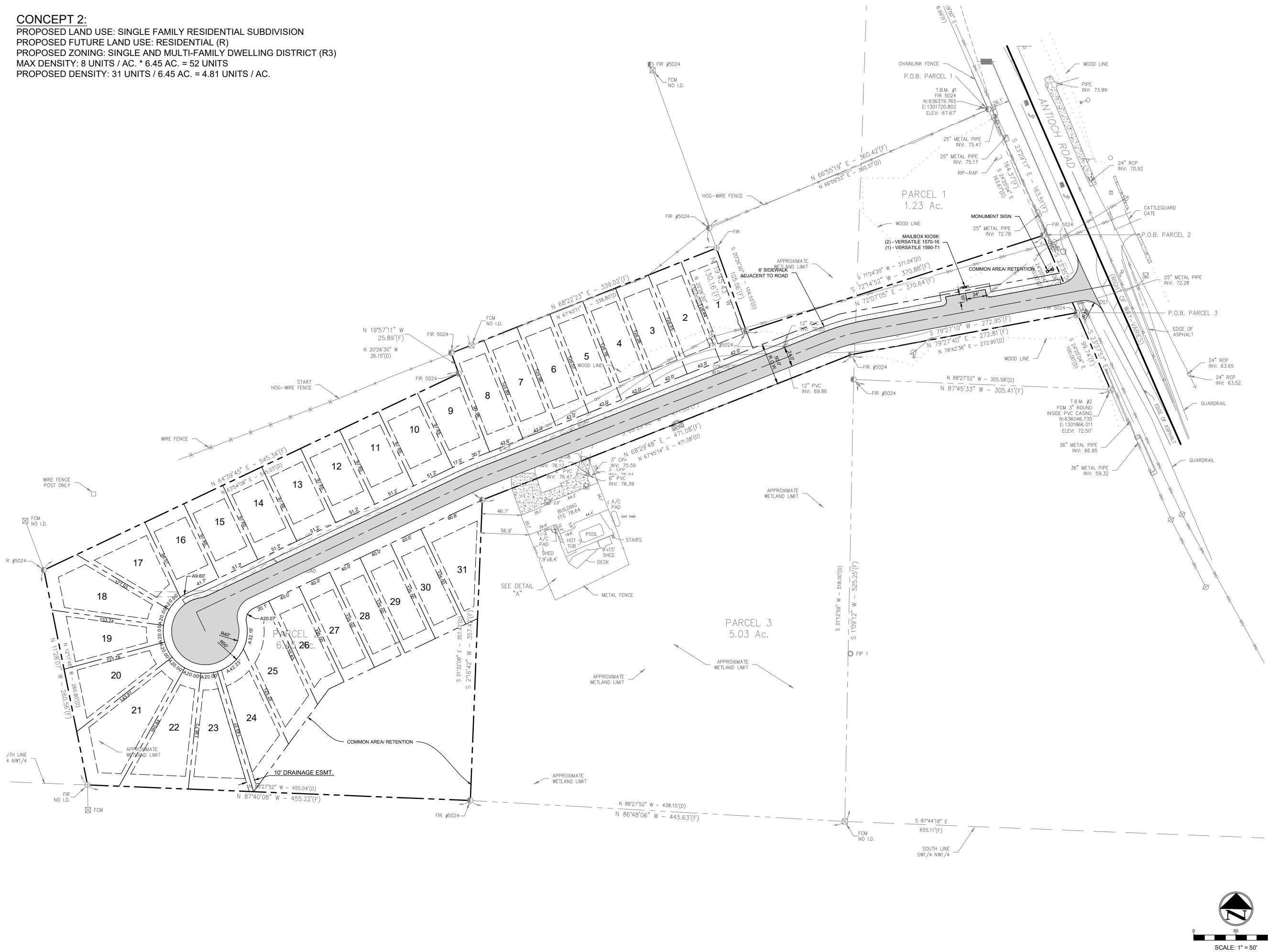
3.5 – Future Zoning

Generally, staff will not recommend future land use (FLU) or zoning map amendments that are not consistent with the Future Zoning Map:



Attachment 3:
Conceptual Plan

CONCEPT 2:
PROPOSED LAND USE: SINGLE FAMILY RESIDENTIAL SUBDIVISION
PROPOSED FUTURE LAND USE: RESIDENTIAL (R)
PROPOSED ZONING: SINGLE AND MULTI-FAMILY DWELLING DISTRICT (R3)
MAX DENSITY: 8 UNITS / AC. * 6.45 AC. = 52 UNITS
PROPOSED DENSITY: 31 UNITS / 6.45 AC. = 4.81 UNITS / AC.



ARKONIC ENGINEERING, P.L.L.C.
PO BOX 1343
SANTA ROSA BEACH, FL 32459
PHONE #: 850.462.8668

ANTIOCH ROAD DEVELOPMENT
PARCEL 26-3N-24-0000-0015-0010
CITY OF CRESTVIEW, FLORIDA

PREPARED FOR:
CIL CONSTRUCTION, LLC

ISSUED FOR:
PRELIMINARY REVIEW
(NOT FOR CONSTRUCTION)

PRELIMINARY
-FOR REVIEW ONLY-

THESE DOCUMENTS ARE FOR DESIGN
REVIEW ONLY AND NOT INTENDED FOR
CONSTRUCTION, BIDDING, OR PERMIT
PURPOSE. THEY ARE PREPARED BY, OR
UNDER THE SUPERVISION OF:

TYLER S. PASKELL 96209
TYPE OR PRINT NAME PE #
XXXXXXX
DATE

NO.	DATE	REVISION

CONCEPTUAL LAYOUT #2

C-2

DATE	PROJECT #
07/30/2025	25-030



0 50 100 Feet
SCALE: 1" = 50'

10-90
.70

Deed of Easement for Ingress and Egress

State of Florida
County of Okaloosa

This Deed made this 26 day of May, 1994, by Thomas M. Yankovoy and wife, Suk Hui Yankovoy hereinafter called "Grantors", to L. Bruce Simpson and wife, Wanda F. Simpson, hereinafter called "Grantees" Grantors, for and in consideration of Ten Dollars and other good and valuable consideration, herein paid by Grantees, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantees, their heirs and assigns forever, for the purpose of ingress and egress to the real property located in Okaloosa County, Florida, currently owned by Grantees (this real property is more particularly as the second parcel described below) a private right-of-way over the following described real property located in Okaloosa County, Florida, to-wit:

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY, FLORIDA; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF NORTHWEST QUARTER, A DISTANCE OF 157.56 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF ANTIOCH ROAD, SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 01 DEGREES 43 MINUTES 51 SECONDS, AN ARC DISTANCE OF 88.05 FEET, (CHORD BEARING AND DISTANCE = SOUTH 23 DEGREES 21 MINUTES 58 SECONDS EAST, A DISTANCE OF 88.05 FEET), TO THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 423.56 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 100.00 FEET; THENCE, DEPARTING SAID RIGHT OF WAY LINE, PROCEED SOUTH 78 DEGREES 42 MINUTES 36 SECONDS WEST, A DISTANCE OF 272.95 FEET; THENCE PROCEED SOUTH 67 DEGREES 45 MINUTES 14 SECONDS WEST, A DISTANCE OF 471.08 FEET; THENCE PROCEED SOUTH 01 DEGREES 32 MINUTES 08 SECONDS WEST, A DISTANCE OF 357.42 FEET TO THE SOUTH LINE OF SAID LINE OF SAID NORTHWEST QUARTER; THENCE PROCEED NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 455.04 FEET; THENCE, DEPARTING SAID SOUTH LINE, PROCEED NORTH 12 DEGREES 11 MINUTES 48 SECONDS WEST, A DISTANCE OF 260.80 FEET; THENCE PROCEED NORTH 63 DEGREES 54 MINUTES 08 SECONDS EAST, A DISTANCE OF 545.03 FEET; THENCE PROCEED NORTH 20 DEGREES 26 MINUTES 30 SECONDS WEST, A DISTANCE OF 26.15 FEET; THENCE PROCEED NORTH 67 DEGREES 43 MINUTES 11 SECONDS EAST, A DISTANCE OF 338.80 FEET; THENCE PROCEED SOUTH 20 DEGREES 26 MINUTES 30 SECONDS EAST, A DISTANCE OF 104.55 FEET; THENCE PROCEED NORTH 71 DEGREES 24 MINUTES 20 SECONDS EAST, A DISTANCE OF 371.04 FEET TO THE POINT OF BEGINNING OF THE PARCEL HEREIN DESCRIBED, AND CONTAINS 6.45 ACRES, MORE OR LESS.

Grantors' reserve unto themselves, their heirs, and assigns, the right to use the said easement hereby granted for ingress and egress to their said lands over which this easement is granted to be enjoyed jointly with the Grantee herein, his heirs and assigns

FLORIDA DOCUMENTARY STAMP TAX REQUIRED
BY LAW IN THE AMOUNT OF \$.70 HAS
BEEN PAID. NEWMAN C. BRACKEN, CLERK
OKALOOSA COUNTY.
BY: Stephen M. Meade oc

This private right-of-way and easement is given for the benefit of and as an easement appurtenant to the following described land located Okaloosa County, Florida, to-wit

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, OKALOOSA COUNTY FLORIDA; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF NORTHWEST QUARTER, A DISTANCE OF 157.56 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF ANTIOCH ROAD, SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A SAID POINT LYING IN A CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 2914.93 FEET; THENCE PROCEED ALONG THE ARC OF SAID CURVE, THROUGH A CENTRAL ANGLE OF 01 DEGREES 43 MINUTES 51 SECONDS, AN ARC DISTANCE OF 88.05 FEET, (CHORD BEARING AND DISTANCE = SOUTH 23 DEGREES 21 MINUTES 58 SECONDS EAST, A DISTANCE OF 88.05 FEET), TO THE POINT OF TANGENCY OF SAID CURVE; THENCE PROCEED SOUTH 24 DEGREES 20 MINUTES 04 SECONDS EAST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 100.00 FEET; THENCE, DEPARTING SAID RIGHT OF WAY LINE, PROCEED NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, A DISTANCE OF 305.58 FEET TO THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE PROCEED SOUTH 01 DEGREES 12 MINUTES 59 SECONDS WEST, ALONG SAID EAST LINE, A DISTANCE OF 518.00 FEET TO THE SOUTH LINE OF SAID NORTHWEST QUARTER; THENCE PROCESS NORTH 88 DEGREES 27 MINUTES 52 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 438.15 FEET; THENCE, DEPARTING SAID SOUTH LINE, PROCEED NORTH 01 DEGREES 32 MINUTES 08 SECONDS EAST, A DISTANCE OF 347.42 FEET; THENCE PROCEED NORTH 67 DEGREES 45 MINUTES 14 SECONDS EAST, A DISTANCE OF 471.08 FEET; THENCE PROCEED NORTH 78 DEGREES 42 MINUTES 36 SECONDS EAST, A DISTANCE OF 272.95 FEET TO THE POINT OF BEGINNING OF THE PARCEL HEREIN DESCRIBED, AND CONTAINING 4.95 ACRES, MORE OR LESS.

or any portion thereof. This grant of easement shall run with the land described above and shall be binding on and shall enure to the benefit of L. Bruce Simpson and Wanda F Simpson, their heirs, successors or assigns

IN WITNESS WHEREOF, we have hereunto set our hands and seals this the 26th day of May, 1994

Signed, sealed and delivered
 in the presence of

Teresa O'Hara
 TERESA O'HARA
A. Karen Potter
 A KAREN POTTER

Thomas M Yankovoy
 Thomas M Yankovoy
Suk Hui Yankovoy
 Suk Hui Yankovoy



STATE OF FLORIDA
 COUNTY OF OKALOOSA

FILE# 1339013
 OKALOOSA COUNTY, FLORIDA

RCD: MAY 27 1994 @ 2:26 PM
 NEWMAN C BRACKIN, CLERK

Before me, the undersigned authority, personally appeared THOMAS M YANKOVOY and SUK HUI YANKOVOY, known to me and known to me to be the individuals described in and who executed the foregoing instrument and acknowledged to and before me that they executed the same for the uses and purposes therein set forth * *produced a Fla drivers license*

Given under my hand and official seal the 26th day of May, 1994

PREPARED BY
 OKALOOSA COUNTY CLERK
 MY COMMISSION # 22136

Angela Karen Potter
 Notary Public ANGELA KAREN POTTER
 My commission expires *3/11/96*



ANGELA KAREN POTTER
 MY COMMISSION # CC 100001 EXPIRES
 MARCH 17, 1996
 IOWA TRUST TRUST FIDELITY INS. CO.



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Josh Vargason, Fire Chief
DATE: 9/4/2025
SUBJECT: Fire Ladder Truck Purchase

BACKGROUND:

The Crestview Fire Department currently operates one aerial apparatus, a 2021 Pierce Ascendent ladder truck. While this unit has served the department well, reliance on a single ladder truck presents a significant operational gap. Whenever the apparatus is out of service for scheduled preventative maintenance or unexpected mechanical issues, the City is left without ladder truck coverage. This impacts the department's ability to provide adequate response to fires, rescues, and other incidents requiring aerial operations.

DISCUSSION:

Moving forward with the lease/purchase of a new aerial apparatus at this time will:

- Provide long-term fleet stability by aligning with the department's 7–8 year replacement cycle.
- Prevent gaps in aerial coverage caused by the current single-unit reliance.
- Support the city's public safety and infrastructure needs as Crestview continues to grow.

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

The recommended plan is to use a lease-purchase arrangement to acquire one (1) Pierce 100' Ascendant apparatus. This approach allows the City to obtain the equipment now while spreading the cost over several years. The first payment—interest-only—is anticipated in October 2026, followed by seven annual principal and interest payments of approximately \$358,121.34 through 2033.

RECOMMENDED ACTION

Staff respectfully request a motion to proceed with the proposed lease-purchase arrangement and to authorize the Mayor to execute the necessary documents.

Attachments

1. PNC Quote - 2025 - City of Crestview - int only is starting Oct 2026
2. PNC Quote - 2025 - City of Crestview - oct 2026 payment
3. Crestview FD Enforcer 100AATower Bid1541 Proposal 07.07.25
4. Crestview, City of, FL (100_ Prepay Payment Options if Closing after September 16, 2025)
5. Crestview, City of, FL (100_ Prepay Payment Options if Closing before September 16, 2025)
6. Crestview, FL - 8.4.25 Leasing2 Finance Quote

Tax Exempt Lease Purchase

SALES ORGANIZATION:	Ten-8 - Tim L.	8/12/2025
LESSEE:	City of Crestview	Contact information:
TYPE OF EQUIPMENT:	One (1) Pierce 100' Ascendant	Kim Simon
EQUIPMENT COST:	\$2,359,870.00	Locator: B4-B230-06-07
PPREPAYMENT DISCOUNTE:	\$254,193.89	155 East Broad St
AMOUNT TO FINANCE:	\$2,105,676.11	Columbus, OH 43215
DELIVERY TIME:	Per Contract	Ph: 614-670-3994
PAYMENT MODE:	Annual In Arrears	Fax (866) 852-3101
FIRST PAYMENT DUE DATE:	October 2026 with annual until 2033	Kim.simon@pnc.com
LEASE COMMENCEMENT DATE:	Upon contract signing with Pierce	

Term	7 years
Number of Payments	7 Annual
Payment Amount	1 Interest only payment of \$ 104,270.66 then 7 annual payments of \$358,121.34
Interest rate:	4.56%

NOTE: All lease documents must be fully executed within 7 days of the date of this proposal. Failure to receive completed documents may alter the final payment schedule due to changes in rates and/or discounts.

PERFORMANCE BOND: To utilize the prepay program, a performance bond is required. Said performance bond shall be paid for directly to Pierce Manufacturing or financed by PNC Equipment Finance as part of the transaction

ESCROW FUNDING OPTION: At lease closing, if all of the equipment has not yet been delivered, Lessor will fund an escrow account from which disbursements will be made to the equipment provider(s) upon receipt of a Requisition Request and Certificate of Acceptance from Lessee. Escrow agent will either be Lessor or third-party provider selected by Lessor and approved by Lessee. All escrow earnings will be for the benefit of Lessee. The escrow agent will assess a \$250.00 account set up fee payable at closing.

TYPE OF FINANCING: Tax-exempt Lease Purchase Agreement with a \$1.00 buy out option at end of lease term. Said agreement shall be a net lease arrangement whereby lessee is responsible for all costs of operation, maintenance, insurance, and taxes.

BANK QUALIFICATION: This proposal assumes that the lessee will not be issuing more than \$10 million in tax-exempt debt this calendar year. Furthermore, it is assumed that the lessee will designate this issue as a qualified tax-exempt obligation per the tax act of 1986.

LEGAL TITLE: Legal title to the equipment during the lease term shall vest in the lessee, with PNC Equipment Finance perfecting a first security interest

AUTHORIZED SIGNORS: The lessee's governing board shall provide PNC Equipment Finance with its resolution or ordinance authorizing this agreement and shall designate the individual(s) to execute all necessary documents used therein.

LEGAL OPINION: The lessee's counsel shall furnish PNC Equipment Finance with an opinion covering this transaction and the documents used herein. This opinion shall be in a form and substance satisfactory to PNC Equipment Finance.

VOLUNTEER FIRE DEPARTMENTS: If Lessee is a Volunteer Fire Department, a public hearing under the requirements of Section 147(f) of the Internal Revenue Code of 1986 shall be conducted to authorize this transaction. It is recommended that a notice of the public hearing be published 10 to 14 days in advance of the public hearing.

This proposal will be valid for Seven Days (7) from the above date and is subject to final credit approval by PNC Equipment Finance and approval of the lease documents in PNC Equipment Finance's sole discretion. To render a credit decision, lessee shall provide PNC Equipment Finance with their most recent three years' audited financial statements, copy of their most recent interim financial statement, and current budget.

Accepted by: _____ Proposal submitted by Kim Simon

Tax Exempt Lease Purchase

SALES ORGANIZATION:	Ten-8 - Tim L.	8/12/2025
LESSEE:	City of Crestview	Contact information:
TYPE OF EQUIPMENT:	One (1) Pierce 100' Ascendant	Kim Simon
EQUIPMENT COST:	\$2,359,870.00	Locator: B4-B230-06-07
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AMOUNT TO FINANCE:	\$2,105,676.11	Columbus, OH 43215
DELIVERY TIME:	Per Contract	Ph: 614-670-3994
PAYMENT MODE:	Annual In Arrears	Fax (866) 852-3101
FIRST PAYMENT DUE DATE:	October 2026	Kim.simon@pnc.com
LEASE COMMENCEMENT DATE:	Upon contract signing with Pierce	

Term	7 years
Number of Payments	7 Annual
Payment Amount	\$357,853.29
Interest rate:	4.44%

NOTE: All lease documents must be fully executed within 7 days of the date of this proposal. Failure to receive completed documents may alter the final payment schedule due to changes in rates and/or discounts.

PERFORMANCE BOND: To utilize the prepay program, a performance bond is required. Said performance bond shall be paid for directly to Pierce Manufacturing or financed by PNC Equipment Finance as part of the transaction

ESCROW FUNDING OPTION: At lease closing, if all of the equipment has not yet been delivered, Lessor will fund an escrow account from which disbursements will be made to the equipment provider(s) upon receipt of a Requisition Request and Certificate of Acceptance from Lessee. Escrow agent will either be Lessor or third-party provider selected by Lessor and approved by Lessee. All escrow earnings will be for the benefit of Lessee. The escrow agent will assess a \$250.00 account set up fee payable at closing.

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This proposal will be valid for **Seven Days (7)** from the above date and is subject to final credit approval by PNC Equipment Finance and approval of the lease documents in PNC Equipment Finance's sole discretion. To render a credit decision, lessee shall provide PNC Equipment Finance with their most recent three years' audited financial statements, copy of their most recent interim financial statement, and current budget.

Accepted by: _____ Proposal submitted by Kim Simon



Equipment Proposal

Proposal # 1541

This Equipment Proposal (the "Proposal") has been prepared by Ten-8 Fire & Safety, LLC ("Company") in response to the undersigned Customer's request for a proposal. This Proposal is comprised of the special terms set forth below, the Proposal Option List, Warranty, and Company's Purchasing Terms and Conditions. Through its signature below or other Acceptance (as defined below), Customer acknowledges having received, read and being bound by this Proposal, all attachments and Company's Purchasing Terms and Conditions.

Date: July 7, 2025 ("Proposal Date")

Customer: City of Crestview ("Customer")

Customer Address: 321 W. Woodruff Ave, Crestview FL 32536

Qty	Product Description & Options	Price
1	Pierce Enforcer 100' Ascendant Aerial Tower Quint w/T-3 Rear Steer	\$2,359,870.00
Total:		\$2,359,870.00
** Pricing is subject to change as follows: (a) Commercial chassis price is an estimate; final chassis price will be determined when chassis is delivered by the manufacturer to the original equipment manufacturer ("OEM"). The OEM will notify Company of its final price, and Company will notify Customer of the final price. (b) Persistent Inflationary Environment: If the Producer Price Index of Components for Manufacturing [www.bls.gov Series ID: WPUID6112] ("PPI") has increased at a compounded annual growth rate of 5.0% or more between the month the OEM accepts this order ("Order Month") and a month 14 months prior to the then predicted "ready for pick up" date ("Evaluation Month"), then Company may update the pricing in an amount equal to the increase in PPI over 5.0% in each year or fractional year between the Order Month and the Evaluation Month. Company will document any such updated price for Customer's approval, and Company will provide to Customer the option to cancel this Order for 45 days if Customer does not accept the updated price. If Customer accepts or fails to respond within such 45 day period, Customer will be obligated to complete the Product purchase at the updated Total price.		

Delivery Timing: The Product described above in the Product Description and Options Section of this document will be built by and shipped from the manufacturer approximately 40-44 (months) after Company receives Customer's acceptance of this Proposal as defined below, subject to market and production conditions, Force Majeure, delays from the chassis manufacturer, changes to Order Specifications, or any other circumstances or cause beyond Company's or manufacturer's control.

Other: _____

Unless accepted within 30 days from date of proposal, the right is reserved to withdraw this proposal.

Order continues on immediately following page.

ACCEPTANCE OF THIS PROPOSAL CREATES AN ENFORCEABLE BINDING AGREEMENT BETWEEN COMPANY AND CUSTOMER. "ACCEPTANCE" MEANS THAT CUSTOMER DELIVERS TO COMPANY: (A) A PROPOSAL SIGNED BY AN AUTHORIZED REPRESENTATIVE, OR (B) A PURCHASE ORDER INCORPORATING THIS PROPOSAL, WHICH IS DULY APPROVED, TO THE EXTENT APPLICABLE, BY CUSTOMER'S GOVERNING BOARD. ACCEPTANCE OF THIS PROPOSAL IS EXPRESSLY LIMITED TO THE TERMS CONTAINED IN THIS PROPOSAL AND COMPANY'S PURCHASING TERMS AND CONDITIONS. ANY ADDITIONAL OR DIFFERENT TERMS, WHETHER CONTAINED IN CUSTOMER'S FORMS OR OTHERWISE PRESENTED BY CUSTOMER AT ANY TIME, ARE HEREBY REJECTED.

INTENDING TO CREATE A BINDING AGREEMENT, Customer and Company have each caused this Proposal to be executed by their duly authorized representatives as of date of the last signature below.

Customer: City of Crestview - Crestview Fire Dept.

By: _____

Title: _____

Print: _____

Date: _____

Ten-8 Fire & Safety, LLC

By: *Timothy Learned*

Title: **Authorized Sales Representative**

Print: **Timothy Learned**

Date: **07/07/25**

EXHIBIT A

PROPOSAL OPTION LIST

EXHIBIT B
WARRANTY

EXHIBIT C

PURCHASING TERMS AND CONDITIONS

PURCHASING TERMS AND CONDITIONS

These Purchasing Terms and Conditions, together with the Equipment Proposal and all attachments (collectively, the “Agreement”) are entered into by and between Ten-8 Fire & Safety, LLC, a Florida company (“Company”) and Customer (as defined in Ten-8 Fire & Safety LLC’s Equipment Proposal document) and is effective as of the date specified in Section 3 of these Purchasing Terms and Conditions. Both Company and Customer may be referred throughout this document individually as a “party” or collectively as the “parties.”

1. Definitions.

- a. **“Acceptance”** has the same meaning set forth in Company’s Equipment Proposal.
- b. **“Company’s Equipment Proposal”** means the Equipment Proposal provided by Company and prepared in response to Customer’s request for proposal for a fire apparatus or associated equipment.
- c. **“Cooperative Purchasing Contract”** means an Agreement between Company and a public authority, including without limitation, a department, division, agency of a municipal, county or state government (“Public Authority”), that adopts or participates in an existing agreement between Company and another non-party customer (including, but not limited to such non-party customer’s equipment proposal, its applicable exhibits, attachments and purchasing terms and conditions), often referred to as a “piggyback arrangement,” which is expressly agreed to, in writing, by Company. Company has sole discretion to determine whether it will agree to such a Cooperative Purchasing Contract.
- d. **“Delivery”** means when Company delivers physical possession of the Product to Customer.
- e. **“Manufacturer”** means the Manufacturer of any Product.
- f. **“Prepayment Discount”** means the prepayment discounts, if any, specified in Company’s Equipment Proposal.
- g. **“Product”** means the fire apparatus and any associated equipment manufactured or furnished for Customer by Company pursuant to the Specifications.
- h. **“Purchase Price”** means the Total price set forth in the Quotation, after applicable pricing adjustments set forth in the Quotation.
- i. **“Purchasing Terms and Conditions”** means these Purchasing Terms and Conditions; however, if the Company’s Equipment Proposal or the Customer’s related Purchase Order states that it is governed by a Cooperative Purchasing Agreement, “Purchasing Terms and Conditions” shall mean those terms and conditions set forth in the applicable Cooperative Purchasing Agreement.
- j. **“Specifications”** means the general specifications, technical specifications, training, and testing requirements for the Product contained in Company’s Equipment Proposal and its Exhibit A (Proposal Option List), prepared in response to Customer’s request for such a proposal.

2. Purpose. This Agreement sets forth the terms and conditions of Company’s sale of the Product to Customer.

3. Term of Agreement. This Agreement will become effective on the date of Acceptance as defined in Company’s Equipment Proposal (“Effective Date”) and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon Delivery and payment in full of the Purchase Price.

4. Purchase and Payment. Customer agrees to pay Company the Purchase Price for the Product(s). The Purchase Price is in U.S. dollars. Where Customer opts for a Prepayment Discount that specifies that Customer will tender one or more prepayments to Company, Customer must provide each prepayment within the time frame specified in the Equipment Proposal in order to receive the Prepayment Discount for that prepayment installment. To the extent permitted by applicable law, Company may in its sole discretion charge a convenience fee if Customer elects to pay the Purchase Price by means of a credit card.

5. Representations and Warranties. Customer hereby represents and warrants to Company that the purchase of the Product(s) has been approved by Customer in accordance with applicable general laws and, as applicable, Customer’s charter, ordinances and other governing documents, and funding for the purchase has been duly budgeted and appropriated.

6. Cancellation/Termination. In the event this Agreement is cancelled or terminated by Customer before completion, Company may charge Customer a cancellation fee. The following charge schedule is based on costs incurred by

Manufacturer and Company for the Product, which may be applied and charged to Customer: (a) 12% of the Purchase Price after the order for the Product(s) is accepted and entered into Manufacturer's system by Company; (b) 22% of the Purchase Price after completion of approval drawings by Customer, and; (c) 32% of the Purchase Price upon any material requisition made by the Manufacturer for the Product. The cancellation fee will increase in excess of (c) in this Section 6, accordingly, as additional costs are incurred by Manufacturer and Company as the order progresses through engineering and into the manufacturing process.

7. Delivery. The Product is scheduled to be delivered as specified in the Delivery Timing section of the Equipment Proposal ("Delivery Timing"), which will be F.O.B. Company's facility. The Delivery Timing is an estimate, and Company is not bound to such date unless it otherwise agrees in writing. Company is not responsible for Delivery delays caused by or as the result of actions, omissions or conduct of the Manufacturer, its employees, affiliates, suppliers, contractors, and carriers. All right, title and interest in and to the Product, and risk of loss, shall pass to Customer upon Delivery of the Product(s) to Customer.
8. Standard Warranty. The manufacturer warranties applicable to this Agreement, if any, are attached to Company's Equipment Proposal as Exhibit A and are incorporated herein as part of the Agreement.
 - a. Disclaimer. EXCEPT AS OTHERWISE SET FORTH IN THIS AGREEMENT, COMPANY, INCLUDING ITS PARENT COMPANY, AFFILIATES, SUBSIDIARIES, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS OR REPRESENTATIVES DO NOT MAKE ANY REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THE PRODUCTS PROVIDED UNDER THIS AGREEMENT, WHETHER ORAL OR WRITTEN, EXPRESS, IMPLIED OR STATUTORY. WITHOUT LIMITING THE FOREGOING DISCLAIMER, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, IMPLIED WARRANTY AGAINST INFRINGEMENT, AND IMPLIED WARRANTY OR CONDITION OF FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED AND DISCLAIMED. STATEMENTS MADE BY SALES REPRESENTATIVES OR IN PROMOTIONAL MATERIALS DO NOT CONSTITUTE WARRANTIES.
9. Limitation of Liability. COMPANY WILL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, ECONOMIC, PUNITIVE, SPECIAL OR EXEMPLARY DAMAGES ARISING FROM OR IN ANY WAY CONNECTED WITH THIS AGREEMENT WITHOUT REGARD TO THE NATURE OF THE CLAIM OR THE UNDERLYING THEORY OR CAUSE OF ACTION (WHETHER IN CONTRACT, TORT, STRICT LIABILITY, EQUITY OR ANY OTHER THEORY OF LAW) ON WHICH SUCH DAMAGES ARE BASED. COMPANY'S LIMIT OF LIABILITY UNDER THIS AGREEMENT SHALL BE CAPPED AT THE TOTAL AMOUNT OF THE MONIES PAID BY CUSTOMER TO COMPANY UNDER THIS AGREEMENT.
10. Force Majeure. Company shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond Company's control or which make Company's performance impracticable, including but not limited to wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, transportation or delivery delays or losses outside of Company's control, any act of government, inability or delay of Company or manufacture in obtaining necessary labor or adequate or suitable manufacturing components at reasonable prices, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy, terrorism, epidemics, quarantine restrictions, failure of vendors to perform their contracts or labor troubles of Company or a manufacturer causing cessation, slowdown, or interruption of work.
11. Customer's Obligations. Customer shall provide its timely and best efforts to cooperate with Company and Manufacturer during the manufacturing process to create the Product. Reasonable and timely cooperation includes, without limitation, Customer's providing timely information in response to a request from Manufacturer or Company and Customer's participation in traveling to Manufacturer's facility for inspections and approval of the Product.
12. Default. The occurrence of one or more of the following shall constitute a default under this Agreement: (a) Customer's failure to pay any amounts due under this Agreement or Customer's failure to perform any of its obligations under this Agreement; (b) Company's failure to perform any of its obligations under this Agreement;

(c) either party becoming insolvent or becoming subject to bankruptcy or insolvency proceedings; (d) any representation made by either party to induce the other to enter into this Agreement, which is false in any material respect; (e) an action by Customer to dissolve, merge, consolidate or transfer a substantial portion of its property to another entity; or (f) a default or breach by Customer under any other contract or agreement with Company.

13. Manufacturer's Statement of Origin. Company shall retain possession of the manufacturer's statement of origin ("MSO") for the Product until the entire Purchase Price has been paid. If more than one Product is covered by this Agreement, Company shall retain the MSO for each individual Product until the Purchase Price for that Product has been paid in full.
14. Arbitration. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The Arbitration shall take place in Bradenton, Florida.
15. Miscellaneous. The relationship of the parties established under this Agreement is that of independent contractors and neither party is a partner, employee, agent, or joint venture of or with the other. Neither party may assign its rights and obligations under this Agreement without the prior written approval of the other party. This Agreement and all transactions between Ten-8 Fire & Safety, LLC will be governed by and construed in accordance with the laws of the State of Florida. The delivery of signatures to this Agreement may be via facsimile transmission or other electronic means and shall be binding as original signatures. This Agreement shall constitute the entire agreement and supersede any prior agreement between the parties concerning the subject matter of this Agreement. This Agreement may only be modified by an amendment, in writing, signed by duly authorized representatives of both parties with authority to sign such amendments to this Agreement. In the event of a conflict between the Ten-8 Proposal and these Terms and Conditions, the Ten-8 Proposal shall control except in the case of a Cooperative Purchasing Contract as set forth in Section 1(c) and (i) of these Purchasing Terms and Conditions. If any term of this Agreement is determined to be invalid or unenforceable by a competent legal authority, such term will be either reformed or deleted, as the case may be, but only to the extent necessary to comply with the applicable law, regulation, order or rule, and the remaining provisions of the Agreement will remain in full force and effect.



2525 West State Road 114
Rochester, IN 46975
(800) 700-7878
Fax: (800) 865-8517

www.republicfirstnational.com

August 4, 2025

To: Tim Learned
Vendor: 10-8 Fire & Safety
From: Stephanie Perez

Customer: City of Crestview

Thanks for the opportunity to give you a quote on your latest project!

Equipment: One (1) New Pierce Enforcer 100' Ascending Aerial Tower

**** Financing will Close/Fund AFTER 09/16/25**

OPTION 1 Zero Down, Payments Begin in Two Years

Unit Cost:	\$ 2,359,870.00	No. of Payments:	<u>7</u>
Down Payment:	\$ 254,193.89	Payments:	\$ 381,223.79
Net Financed:	<u>\$ 2,105,676.11</u>	Factor:	0.18105
Payment Frequency:	Annual	APR:	4.95%
First Payment Date:	August, 2027		

OPTION 2 Zero Down, Interest Only Payment Due in Two Years, Regular Payments Begin at Year Three

Unit Cost:	\$ 2,359,870.00	No. of Payments:	<u>8</u>
Down Payment:	\$ 254,193.89	1 Interest Payment @:	\$ 215,566.49
Net Financed:	<u>\$ 2,105,676.11</u>	7 Regular Payments @:	\$363,823.44
Payment Frequency:	Annual	APR:	4.99%
First Payment Date:	August, 2027		

- * To qualify for the quoted rates, audited financial statements required.
- * This is a proposal only and not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.
- * This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.
- * Lessee's total amount of tax exempt debt to be issued in this calendar year will not exceed the \$10,000,000 limit.
- * Payments and rates reflect pre-application of escrow earnings and manufacturer discounts, if any.

Sincerely,
Republic First National Corporation

Stephanie Perez
stephanie@rfrnonline.com

"Our Experts, Your Needs, Financing Done Right"



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Rochester, IN 46975
(800) 700-7878
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August 4, 2025

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From: Stephanie Perez

Customer: City of Crestview

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Equipment: One (1) New Pierce Enforcer 100' Ascending Aerial Tower

**** Financing will Close/Fund BEFORE 09/16/25**

OPTION 1 Zero Down, Payments Begin in Two Years

Unit Cost:	\$ 2,359,870.00	No. of Payments:	<u>7</u>
Down Payment:	\$ 254,193.89	Payments:	\$ 380,171.68
Net Financed:	<u>\$ 2,105,676.11</u>	Factor:	0.18055
Payment Frequency:	Annual	APR:	4.89%
First Payment Date:	August, 2027		

OPTION 2 Zero Down, Interest Only Payment Due in Two Years, Regular Payments Begin at Year Three

Unit Cost:	\$ 2,359,870.00	No. of Payments:	<u>8</u>
Down Payment:	\$ 254,193.89	1 Interest Payment @:	\$ 211,146.93
Net Financed:	<u>\$ 2,105,676.11</u>	7 Regular Payments @:	\$362,505.89
Payment Frequency:	Annual	APR:	4.89%
First Payment Date:	August, 2027		

- * To qualify for the quoted rates, audited financial statements required.
- * This is a proposal only and not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.
- * This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.
- * Lessee's total amount of tax exempt debt to be issued in this calendar year will not exceed the \$10,000,000 limit.
- * Payments and rates reflect pre-application of escrow earnings and manufacturer discounts, if any.

Sincerely,
Republic First National Corporation

Stephanie Perez
stephanie@rfrnonline.com

"Our Experts, Your Needs, Financing Done Right"

LEASE FINANCING PROPOSAL

Requested by
Tim Learned

Representing



Presented To (As Lessee)
City of Crestview, FL

Proposal Date:	August 4, 2025
Equipment Description:	(1) Pierce Pierce Enforcer 100' Ascendant Aerial Tower
Commencement Date:	September 15, 2025
<u>Option 1</u>	
Equipment Cost:	\$2,359,870.00
Prepay Discount:	<u>\$254,193.89</u>
Amount Financed:	\$2,105,676.11
Lease Term:	7 Years
First Payment Date:	3/15/28
Payment Frequency:	Annual
Interest Rate:	5.16%
Payment Amount:	\$394,842.28

Qualifications:

1. **Pricing:** This is a lease proposal for the payment stream(s) indicated above. If any of the information identified above are not correct, please advise us so that we can determine if a new proposal is required. Other important elements of this proposal are:

a) **Rate Expiration:** Signing this proposal does not in itself lock in your rate. This lease must be credit approved, contracts properly signed, and the lease funded by Leasing 2 within thirty days from the date of this proposal to protect the rates quoted.

b) **Closing Costs:** There will be no up-front costs of any kind charged by Lessor including closing costs, points, administrative costs, etc. Your attorney may charge you to review the lease documents and complete the opinion letter required with our lease documentation.

c) **Fixed Rates:** Rates are fixed for the entire term.

2. **Type of Lease:** This is a lease-purchase type of financing. After all the lease payments are made, Lessee will own the equipment without further cost.

3. **Financial Reporting:** All city, county and tax districts (including fire districts) will be expected to provide GAAP audited financial reports. All non-for profit corporations (vfd's) will be expected to provide IRS 990 federal tax returns. If you do not maintain these types of financial reports, please contact us to discuss.

4. **Vendor Payable / Escrow Account (where applicable):** In the event that the truck(s) and/or equipment are not ready to be delivered, proceeds of this lease will be held in a vendor payable account until delivery/acceptance. This is a non-interest bearing account to Lessee.

5. **Credit Approval and Documentation:** This is a proposal only, and does not represent a commitment to lease. This financing is subject to credit review and approval and execution of mutually acceptable documentation, including the opinion of lessee's counsel opining that the agreement is legal, valid and binding, obligation of Lessee.

Financing by:

Contact:

Phone:

Email:

Web:

Leasing 2, Inc.

Brad Meyers

813-258-9888 x12

bmeyers@leasing2.com

www.leasing2.com



REQUEST TO PROCEED:

When you are ready to proceed with Leasing 2 towards finalizing this lease financing arrangement, please indicate so by signing below and completing the requested information. We will immediately email you our application. Thank you for your confidence and consideration.

Proposal date: August 4, 2025

Option Chosen: _____ (where applicable)

Upcoming Governing Body meeting date for lease approval: _____

City of Crestview, FL

Name of Lessee

Authorized Signature

Date

Title

Printed Name Of Authorized Signature

Last month of your budget year?

Contact Name
(If Different Than Authorized Signature)

Contact Phone

Contact Email

Financial Contact Name
(Can be Treasurer or Clerk)

Contact Phone

Contact Email

Please complete the above information and **fax or email** all pages of the proposal to
813-258-9333 / bmeyers@leasing2.com



**** Important: A Resolution will be required with the lease contract ****

**In the event that you require board action to sign this proposal,
please call us so that we may forward the preferred form for the meeting.**

Are you ready to move forward with Leasing 2?

Here is a quick overview of our process

- 1. Signed Proposal** - When you are ready to move forward with Leasing 2, email a scan of the completed and signed proposal back to Leasing 2.
- 2. Credit Application** - A credit application and request for current financial reports will be emailed to the designated contacts upon receipt of the signed proposal. The credit application should be completed and returned promptly to protect your quoted interest rates. Credit approval usually comes within a few days receipt of the completed credit application.
- 3. Financing Agreement** - Once credit approval is accomplished, the financing agreement will be emailed for review and signature. Once the contracts are signed and returned, we are ready for closing.



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Brady Peters, Parks and Recreation Director
DATE: 9/4/2025
SUBJECT: Special Event Policies and Procedures

BACKGROUND:

The City's previous Special Events Policy, which became a formal process in 2020, provided general guidelines and lacked detailed procedures for event applications, permitting, and operational requirements. As a result, event organizers and staff often faced challenges with consistency, clarity, and expectations throughout the planning and approval process.

DISCUSSION:

The Special Events Policies and Procedures has been updated to provide additional detail and clarification for event organizers and staff. The revised policy outlines clearer application procedures, timelines, and approval processes, while also strengthening requirements related to safety, permitting, and operational standards. These updates are intended to streamline the review process, ensure consistency in how events are managed, and provide event organizers with more comprehensive guidance. By expanding the level of detail, the updated policy supports both the successful planning of community events and the City's ability to effectively coordinate resources and services.

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

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

Staff respectfully requests a motion to approve the Special Event Policies and Procedures.

Attachments

None



Staff Report

CITY COUNCIL MEETING DATE: September 8, 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: 9/2/2025
SUBJECT: Appointment of Member to the Police and Fire Retirement Board

BACKGROUND:

Two shall be legal residents of the City and appointment made by the City Council. Each Trustee shall serve for a period of four (4) years, unless sooner replaced by the City Council, terminates employment with the City or otherwise vacates their office, whereupon a successor shall be chosen in the manner prescribed by law.

The Board of Trustees shall meet at least quarterly each year and shall comply with Section 286.011, et seq., Florida Statutes. Each Board of Trustees shall be a legal entity with, in addition to other powers and responsibilities contained herein, the power to bring and defend lawsuits of every kind, nature, and description. The Trustees shall not receive any compensation as such but may receive expenses and per diem as provided by law. Financial disclosure is required to be sent annually to the Commission on Ethics, State of Florida.

DISCUSSION:

Ms. April Rencich was appointed on August 12, 2024 to complete a vacancy which expires December 6, 2025.

GOALS & OBJECTIVES

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

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

Communication- To engage, inform and educate public and staff

Quality of Life- these six 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

FINANCIAL IMPACT

There is no financial impact to the City of Crestview.

RECOMMENDED ACTION

Staff respectfully requests that the City Council appoint April Rencich to the Police and Fire Retirement Board for a term to expire on December 6, 2029.

Attachments

None



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: City Clerk
DATE: 9/4/2025
SUBJECT: Annual Meeting Notice 2026 Draft Approval

BACKGROUND:

The City Clerk, per Resolution 2022-8, provides notice of all meetings to the City Council and public, as required by Ordinance or State Law.

DISCUSSION:

The City of Crestview maintains the annual meeting notice per F.S. 286.011 and 286.0105. Any changes from the Annual Meeting Notice to dates, times, or locations are posted per Florida State Statute.

City Council: Meets the 2nd and 4th Monday at 6:00 p.m. of every month, unless the Monday is a city holiday, then the meeting will be cancelled or rescheduled. Exceptions: There is no meeting on Memorial Day, May 25; no regular meetings in July, the October 12th meeting is moved to October 19th for City Government Week, and there is no meeting on December 28, 2026.

Council Workshop and Budget Hearings: Additional meetings are set, as needed. Exception: The City Council Budget Retreat and Special Meeting is July 8, 2026 at the Library Conference room.

Crestview Unlimited – Meets annually and as needed. Scheduled meeting: January 26, 2026 at 5:00 p.m.

Affordable Housing Authority Committee: Meets annually and as needed. Tentative: March 31st.

Planning Board: Meets the 1st Monday of the month at 6:00 p.m. Exceptions: Tuesday, September 8, 2026.

Special Magistrate: Meets the third Tuesday of the month at 5:30 p.m.

Community Redevelopment Agency Board: Meets quarterly on the second Monday of the month at 5:00 p.m. February 9, May 11, August 10, and November 9, 2026.

Mayor's Advisory Council: Meets on the second Tuesday of the month at 6:00 p.m. in the Council Chambers.

General Employees Retirement Board: Meets quarterly at 1:00 p.m. Dates are: March 3, June 2, September 1, and December 1, 2026.

Police/Firefighters Retirement Board: Meets quarterly at 2:30 p.m. Dates are: March 3, June 2, September 1, and December 1, 2026.

*Note: The meeting notice is subject to change in order to conduct city business timely.

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.

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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

Staff respectfully requests a motion to adopt the 2026 Annual Meeting Notice.

Attachments

None



Staff Report

CITY COUNCIL MEETING DATE: September 8, 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: 9/2/2025
SUBJECT: Monthly Update

BACKGROUND:

The monthly update is provided.

DISCUSSION:

Public Records – For the August 2025 period, we received 79 new requests, with 26 open, 7 days on average to fulfill all requests, 96 requests were closed, and 2 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 .88 hours at a cost of \$196.81 for staff. We have received \$142 in payments for the reporting period. Community Development (36) and the Police department (123) received the most requests per department with the remaining dispersed among 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 August 2025 is 301,980.

Records Management – The Public Records Policy has been updated to clarify processes and is under internal review. Next Request, our public records tracking portal, has added .pdf versions for invoicing in response to requests from their customers.

Educational Opportunities – Maryanne Girard is taking a University of Wisconsin training certificate class on Training and Development. It is a six-week course. The first session was “Adult and Lifelong Learning Principles”, and the second session is “Instructional Design”.

GOALS & OBJECTIVES

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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

n/a

Attachments

None



Staff Report

CITY COUNCIL MEETING DATE: September 8, 2025

TYPE OF AGENDA ITEM: Presentation

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Jessica Leavins, City Manager
DATE: 9/4/2025
SUBJECT: City Manager Updates

BACKGROUND:

Information will be provided on on-going projects.

DISCUSSION:

Projects are presented as needed.

GOALS & OBJECTIVES

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Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

n/a

Attachments

None