

City Council Minutes
January 26, 2026
6:00 PM
Council Chambers

1. Call to Order

The Crestview City Council regular meeting was called to order at 6:00 p.m. by Mayor Pro Tem Capps. Council members present: Mayor Pro Tem Capps and Council members: Dusty Allison, Sylvester Echols. Also present: City Manager Jessica Leavins, City Clerk Natasha Peacock, City Attorney Jonathan Holloway, and various staff members. Mayor JB Whitten, Council member Brandon Frost, and Council member Shannon Hayes were not in attendance for this meeting.

2. Invocation, Pledge of Allegiance

The Invocation and Pledge of Allegiance was led by Pastor Edward Parker of First Church of God In Christ.

3. Open Policy Making and Legislative Session

Mayor Pro Tem Capps declared a quorum was present.

4. Approve Agenda

Mayor Pro Tem Capps called for action to approve the Agenda.

Motion by Council member Allison and seconded by Council member Echols to approve the agenda, as presented.

Roll Call: Ayes: Sylvester Echols, Dusty Allison, Doug Capps. All ayes. Motion carried.

5. Presentations and Reports

5.1. City Clerk - Certified Municipal Clerk Pinning Ceremony

Mayor Pro Tem Capps introduced City Clerk Guyer of the city of Gulf Breeze, but in the capacity of the Northwest Florida Director for the Florida Association of City Clerks. Ms. Guyer informed the Council that for Ms. Peacock to earn her Certified Municipal Clerk designation she attended extensive education programs to achieve this goal. Ms. Guyer then presented the certification and pin to Ms. Peacock who was pinned by former Elected City Clerk Elizabeth Roy.

6. Consent Agenda

Mayor Pro Tem Capps called for action to approve the Consent Agenda.

Motion by Council member Echols and seconded by Council member Allison to approve the Consent Agenda, as presented.

Roll Call: Ayes: Sylvester Echols, Dusty Allison, Doug Capps. All ayes. Motion carried.

6.1. Task Order - Redstone Phase 2 CEI Services

6.2. Utility Interests to FDOT

6.3. ShelterLuv Software

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 2014 Magnolia Creeks Rezoning - Planned Unit Development

City Attorney administered the oath for a public hearing.

Mr. Nicolas Schwendt, Strategic Initiative Department (SIDS) informed Council of pertinent information concerning Ordinance 2014. Staff received the initial application for the Magnolia Creeks Phase 3 subdivision Planned Unit Development ("PUD") on October 9th, 2025. All major comments have been addressed, and no substantial changes to the site development plans are expected at this time. The Magnolia Creeks Phase 3 PUD is the third phase of an existing project, Magnolia Creeks Phases 1 and 2, located at the southernmost end of Steeplechase Dr., and north of Interstate I-10. Magnolia Creeks Phases 1 and 2 was approved prior to the adoption of our latest code provisions regarding Planned Unit Developments, and was thereby approved as a PUD without going through the rezoning process. However, the plat was approved by the Planning and Development Board as well as the City Council. The primary reason for the request of this PUD zoning is to allow narrower lots within the subdivision (40-foot minimum instead of the 50-foot minimum required by the Mixed Use zone) and setbacks, requesting 20' front, 5' side and 15' rear setbacks (as opposed to the current Mixed Use Zone, which requires a 7.5' side setback). These lot width and setback changes are consistent with the first portion of the project, Magnolia Creeks Phases 1 and 2. The development scheme proposed herein is consistent with the first two phases of Magnolia Creeks, as well as the other surrounding subdivisions to the northeast.

Mr. Schwendt then asked City Clerk Natasha Peacock to read Ordinance 2014 by title.

City Clerk Natasha Peacock read Ordinance 2014 by title:

ORDINANCE: 2014

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 22.27 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM THE MIXED USE (MU) ZONING DISTRICT TO THE PLANNED UNIT DEVELOPMENT (PUD) ZONING DISTRICT; PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Pro Tem Capps asked for any public comments. There were none.

Mayor Pro Tem Capps asked for action by Council.

Motion by Council member Allison and seconded by Council member Echols to adopt Ordinance 2014 on Second Reading and send for signatures.

Roll Call: Ayes: Sylvester Echols, Doug Capps, Dusty Allison. All ayes. Motion carried.

8. Ordinances on First Reading

8.1. Ordinance 2017 Okaloosa Gas Franchise Agreement

Mr. Holloway the City Attorney informed Council of pertinent information pertaining to Ordinance 2017. He stated that Ordinance 1586 was adopted on August 10, 2015, creating and authorizing a natural gas utility franchise within the City, through which Okaloosa Gas District obtained the right to provide natural gas to customers within the City. Since the initial creation of the franchise, the City and Okaloosa Gas District determined that certain provisions of the

franchise should be amended. These changes serve to conform and modernize the franchise terms to industry practices and municipal needs. Additionally, the ordinance serves to extend the term of the franchise for an additional 10 years, beginning on March 1, 2026. He then asked the City Clerk to read Ordinance 2017 by title.

City Clerk Natasha Peacock read Ordinance 2017 by title:

ORDINANCE: 2017

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, RELATING TO A NATURAL GAS UTILITY FRANCHISE TO THE OKALOOSA GAS DISTRICT, CREATED UNDER THE LAWS OF THE STATE OF FLORIDA; PROVIDING FOR THE RIGHT, AUTHORITY, EASEMENT AND PRIVILEGE TO INSTALL, OPERATE AND MAINTAIN A NATURAL GAS MANUFACTURING PLANT OR PLANTS, NATURAL GAS TRANSMISSION AND DISTRIBUTION SYSTEM AND SUCH OTHER NECESSARY FACILITIES FOR THE PURPOSE OF PROVIDING NATURAL GAS SERVICES TO ALL CLASSES OF CUSTOMERS WITHIN THE CITY OF CRESTVIEW, FLORIDA; PROVIDING FOR PROVISIONS UPON TERMINATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Pro Tem Capps asked for any comment from Council. He then asked for a motion.

Motion by Council member Echols and seconded by Council member Allison to adopt Ordinance 2017 and move to Second Reading.

Roll Call: Ayes: Sylvester Echols, Doug Capps, Dusty Allison. All ayes. Motion carried.

9. Resolutions

10. Action Items

10.1. 2026 Trailblazer Award

City Manager Jessica Leavins informed Council that Crestview Animal Services Officer Katie Healey has been selected as a recipient of the 2026 Trailblazer in Animal Welfare Award, a national honor presented by Humane World for Animals and Maddie's Fund. This award is granted to emerging leaders in the animal welfare field to encourage continuing education and professional development. To officially accept the award, the recipient must sign a grant agreement by January 28, 2026. The award provides a full scholarship for the recipient to attend the Animal Care Expo in Pittsburgh, Pennsylvania, from April 7-10, 2026.

Mayor Pro Tem Capps asked for action.

Motion by Council member Allison and seconded by Council member Echols to authorize acceptance of the 2026 Trailblazer in Animal Welfare Award.

Roll Call: Ayes: Sylvester Echols, Doug Capps, Dusty Allison. All ayes. Motion carried.

11. City Clerk Report

City Clerk Natasha Peacock informed the Council of the upcoming Mardi Gras parade.

12. City Manager Report

12.1. Financial Update - Finance Director

Finance Director, Ms. Toussaint, presented to the Council the monthly financial update. She indicated that the schedule being presented pertained to the fiscal year that ended on December [31] and that in the agenda packet, there are links provided for all the disbursements that occurred in December.

12.2. City Manager Updates

City Manager Jessica Leavins informed Council that in December the city did close on the purchasing of the ROC and we are planning a grand opening for that facility. Currently we are using it for basketball and there will be some minor updates in that facility.

Mayor Pro Tem Capps asked for an update on the Science Center.

Ms. Leavins informed the council that it is still in the works and right now the city is trying to assist the center with getting the building up to code through CRA grants.

13. Comments from the Mayor and Council

Ms. Allison took the time to welcome new Council member Echols to the council.

Mr. Echols thanked the Council for the opportunity to serve.

Mayor Pro Tem Capps also welcomed Mr. Echols to the council and then mentioned events that the public can attend.

14. Comments from the Audience

Mayor Pro Tem Capps then asked for comments from the audience; there were none.

15. Adjournment

Mayor Pro Tem Capps adjourned the meeting at 6:21 p.m.

Minutes approved this 13th day of Apr, 2026.


JB Whitten
Mayor


Natasha S. Peacock, CMC
City Clerk

Proper Notice having been duly given