



CITY OF CRESTVIEW

OFFICE OF THE CITY CLERK

P.O. DRAWER 1209, CRESTVIEW, FLORIDA 32536

Phone # (850) 682 - 1560 Fax # (850) 682-8077

March 22, 2021

6:00 PM

Council Chambers

REGULAR COUNCIL MEETING **(REVISED AGENDA)**

The Public is invited to view our meetings on the City of Crestview Live stream a at <https://www.cityofcrestview.org> or the City of Crestview Facebook Page. You may submit questions on any agenda item in advance (by 3:00 PM the day of the meeting, please) to cityclerk@cityofcrestview.org.

1. **Call to Order**

2. **Invocation, Pledge of Allegiance**

2.1. Pastor Edward Parker, First Church of God in Christ

3. **Open Policy Making and Legislative Session**

4. **Approve Agenda**

5. **Presentations and Reports**

5.1. Presentation from Bob Sikes Elementary

5.2. Special Presentation - Mayor Whitten

6. **Consent Agenda**

6.1. Permission to apply for the 2021 Attorney General's Victim of Crime Act (VOCA) Assistance Grant.

6.2. Agreement to Purchase Four (4) Parcels of Property

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

7.1. Ordinance 1809 Cherokee Nene Annexation

- 7.2. Ordinance 1810 Cherokee Nene Comprehensive Plan Amendment
- 7.3. Ordinance 1811 Cherokee Nene Rezoning
- 7.4. Ordinance 1812 Green Street Alley Vacation
- 8. **Ordinances on First Reading**
- 9. **Resolutions**
- 10. **Action Items**
- 11. **City Clerk Report**
- 12. **City Manager Report**
- 13. **Comments from the Mayor and Council**
- 14. **Comments from the Audience**
- 15. **Adjournment**

Note: 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 Item are for staff and elected officials only and must be submitted for approval no later than the 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 .If any person decides to appeal any decision made by the City Council 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 City Council of the City of Crestview, Florida does not discriminate upon the basis of any individual's disability status. Anyone requiring reasonable accommodation as provided for in the American With Disabilities Act to insure access to and participation in the meeting should contact the Office of the City Clerk at (850)682-1560 prior to the meeting to make appropriate arrangements.

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: March 22, 2021

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Andrew Schneider
DATE: 3/17/2021
SUBJECT: Permission to apply for the 2021 Attorney General's Victim of Crime Act (VOCA) Assistance Grant.

BACKGROUND:

In order to provide better municipal service and care for the victims of crimes that occur in the City of Crestview, the position of Victim Advocate is being added to the Police Department. The Federal VOCA assistance grant program offers funding to local community providers for use in responding to the emotional and physical needs of crime victims, assisting victims in stabilizing their lives after their victimization, helping victims to understand and participate in the criminal justice system, and providing victims with a measure of safety and security.

DISCUSSION:

One of a police officer's or criminal investigator's primary functions is to solve crimes by identifying the person(s) who committed the crime and establish enough probable cause to make an arrest. These crimes, especially violent crimes, leave victims who may need assistance in becoming whole again. Victim advocates assist victims of crimes through those processes.

A victim advocate is a professional trained to support victims of crime. Advocates offer victims information, emotional support, and help finding resources and filling out paperwork. Sometimes, advocates go to court with victims. Advocates may also contact organizations, such as criminal justice or social service agencies, to get help or information for victims. Some advocate staff crisis hotlines, run support groups, or provide in-person counseling.

Having a victim advocate on staff will increase the Crestview Police Department's ability to provide victims of crime with a higher degree of professional service. In addition, the victim's advocate will allow for officers and investigators to spend more time establishing probable cause. Successfully earning the VOCA assistance grant will allow the City of Crestview to recoup some of the cost of providing these services.

GOALS & OBJECTIVES

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

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.

Safety- Ensure the continuous safety of citizens and visitors

FINANCIAL IMPACT

The Victim Advocate position is anticipated to cost \$66,934. If successful in being awarded this grant, it is anticipated the grant will pay up to \$37,759.52 in personnel cost, \$3,375.92 in equipment, \$640.56 in operating expense and \$2,000.00 in training. This totals \$43,776.00. There is a matching requirement for the VOCA grant, the match will be \$10,944.06.

Successfully securing the VOCA grant provides the City of Crestview the opportunity to recoup these funds this budget year. Currently, this position is funded without the grant.

RECOMMENDED ACTION

Staff respectfully requests the Mayor and City Council approval for Crestview Police Department to apply for the 2021 Attorney General's Victim of Crime Act (VOCA) Assistance Grant.

Attachments

1. VOCA 21-22

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Applicant Information

Provide the legal name of the Applicant Agency. If awarded funding, this information will be used for contract purposes.

Crestview Police Department

Federal Data Universal Numbering System (DUNS) Number: 025063611

Federal Employee Identification Number (FEIN): 596000295

Registered with the System of Award Management (formally CCR)? Yes

Agency Director:	Prefix (Mr., Ms., Dr., etc.)	Chief	Title: Chief
Name:	Stephen McCosker		
Telephone #:	(850) 682-3544	Fax #:	(850) 682-2080
Mailing Address: (Street, P.O. Box, etc.)	201 Stillwell Blvd		
City:	Crestview	State:	Florida
Zip Code:	32539-2221		
Email Address:	McCoskerS@crestviewpd.org		

Performance Report Contact:	Prefix (Mr., Ms., Dr., etc.)	Major	Title: Major
Name:	HARP RAYMOND		
Telephone #:	(850) 306-3748	Fax #:	(850) 682-2080
Mailing Address: (Street, P.O. Box, etc.)	201 Stillwell Blvd		
City:	Crestview	State:	Florida
Zip Code:	32539-2221		
Email Address:	harpr@crestviewpd.org		

Financial Contact:	Prefix (Mr., Ms., Dr., etc.)	Mrs.	Title: Finance Director
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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Applicant Information

Name: Gina Toussaint

Telephone #: (850) 682-1560 Fax #: (850) 683-0478

Mailing Address: 198 N. Wilson Street
(Street, P.O. Box,
etc.)

City: Crestview State: Florida

Zip Code: 32536-3536

Email Address: ginatoussaint@cityofcrestview.org

I acknowledge that I have read, understand, and agree to the conditions set forth in the Victims of Crime Act (VOCA) Grant Application, Instructions and the VOCA Rules for the duration of the grant period. I certify that the information contained in this application is true, complete and correct.

I acknowledge that the applicant agency, if awarded a VOCA grant, will comply with Federal Rules Regulating Grants and State Criteria. Subrecipients must comply with the applicable provisions of VOCA, the VOCA Rules, the requirements of the OJP Financial Guide, effective edition, and all laws, rules and regulations applicable to expenditures of State funds including the Reference Guide for State Expenditures. Subrecipients must maintain appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA funds received. This includes: financial documentation for disbursements; daily time and attendance records specifying time devoted to allowable VOCA victim services; client files; the portion of the project supplied by other sources of revenue; job descriptions; contracts for services; and other records which facilitate an effective audit. Subrecipients will abide by any additional eligibility or service criteria as established by the state grantee including submitting statistical and programmatic information on the use and impact of VOCA funds, as requested.

PUBLIC AGENCIES ONLY: I hereby certify that pursuant to the VOCA Rules, grant funds will be used to enhance or expand services and will not be used to supplant state and local funds that would otherwise be available for crime victim services.

Signature of Agency Director: Stephen McCosker

Date: February 10, 2021 2:53PM

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Agency Eligibility

1) **Identify which of the following categories best describes the applicant agency:**

Public

2) **Describe the type of implementing agency (choose only one category):**

✓ **Government Agencies Only (choose one from the drop-down menu):**

Law Enforcement

Describe Other:

Campus Organizations Only (choose one from the drop-down menu):

Describe Other:

Non-profit Organization Only (choose one from the drop-down menu):

**Federally Recognized Tribal Governments, Agencies, and Organizations Only
(choose one from the drop-down menu):**

Describe Other:

3) **Judicial circuit to be served:**

First

4) **Subgrantee Agency Service Area(s) (List the counties that cover the service area of your organization);**

Okaloosa County

5) **List the total population of the service area:**

25,274

6) **Describe the geographic characteristics of the service area (choose one from the drop-down menu):**

Urban

7) **Congressional District(s) served:**

1st

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
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Agency Eligibility

- 8) **Describe the purpose of the Proposed VOCA sub award: (choose one from the drop-down menu):**
Expand or enhance an existing project not funded by VOCA in the previous year
- 9) **Funds will primarily be used to (choose one from the drop-down menu):**
Continue existing services to crime victims
- 10) **Is the applicant organization faith-based? (choose one from the drop-down menu):**
No
- 11) **Include the address of the location(s) victim services will be provided:**
On Site at Victim's residence and at:
Crestview Police Department
201 Stillwell Blvd.
Crestview, Florida 32539-2221
- 12) **Provide the agency's website address:**
crestviewpd.org

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Certification Regarding Debarment

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Certification Regarding Debarment

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Non-procurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which the transaction originated may pursue available remedies, including suspension and/or debarment.

U. S. DEPARTMENT OF JUSTICE
OFFICE OF THE COMPTROLLER
OFFICE OF JUSTICE PROGRAMS

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered transactions
(Sub-Recipient)

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67.510. Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160 B 19211).

- 1) The prospective lower tier participant certifies, by submission of the proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Certification Regarding Debarment

Maj. Raymond C. Harp
Name and Title of Authorized Official

✓
Signature of Authorized Official

February 10, 2021 3:15PM
Date Signed

Crestview Police Department
Name of Organization

201 Stillwell Blvd
Address of Organization

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Special Conditions Certification

**Victims of Crime Act (VOCA) Section 539, Consolidated and Further Continuing
Appropriations Act, 2013, Special Conditions Certification Form**

Section 539 of the Consolidation and further Continuing Appropriations Act, 2013 provides the following requirement:

Computer Network Requirement

The Agency understands and agrees that:

a) No award funds may be used to maintain or establish a computer network system unless such network blocks the viewing, downloading, and exchanging of pornography, and

b) Nothing in item (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

* Each agency must have some type of blocking software, if their networks are supported ("maintained") by VOCA funds;

* This includes the purchase of new computer equipment (computers, monitors and printers), or software of any kind (new and/or updates) for the computer network system.

AGENCY CERTIFICATION:

VOCA funding is **NOT USED** to maintain or establish a computer network system.

OR

- ✓ VOCA funding is **USED** to maintain or establish a computer network system. However, the computer network system is (select one below):

Is currently blocking the viewing, downloading, and exchanging of pornography, or

Is not able to block the viewing, downloading and exchanging of pornography.
Anticipated date of blocking software purchase (fill in date), or

- ✓ Exempt because organization is a Federal, State, tribal, or local law enforcement agency, or an entity carrying out criminal investigations, prosecutions, or adjudication activities.

Agency Name: Crestview Police Department

Name of Authorized Official: Maj. Raymond C. Harp

Signature and Title of Authorized Official: ✓

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Special Conditions Certification

Date of Certification: 2/10/2021

OAG Staff Only:

Approved

Not Approved

Approved By

February 10, 2021 3:09PM
Date Approved

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Standard Assurances

U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime
AWARD CONTINUATION
SHEET
Grant

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/Legal Notices-AwardReqs.htm](http://ojp.gov/funding/Explore/Legal%20Notices-AwardReqs.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurance or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with any one or more of these award requirements—whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period—may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or -unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.

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2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2020 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2020 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2020 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain – typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies – and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

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Standard Assurances

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Requirements related to “de minimis” indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the “de minimis” indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the “de minimis” indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The “de minimis” rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

6. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate), in writing of the potential duplication, and, if so requested by the DOJ awarding agency and/or OAG, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

7. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards (“subgrants”) to first-tier subrecipients (first-tier “subgrantees”), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient’s obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by the reference here.

This condition does not apply to an award, to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

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Standard Assurances

8. Employment eligibility verification for hiring under the award

1. The recipient (and any "subrecipient" at any tier) must—

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provision of 8 U.S.C. 1324a(a) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both—

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

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Standard Assurances

For purposes of this condition, persons “who are or will be involved in activities under this award” specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a “Tentative Nonconfirmation” or a “Final Nonconfirmation”) to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. “United States” specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any “subgrantee” at any tier), must have written procedures in place to respond in the event of an actual or imminent “breach” (OMB M-17-12) if it (or a subrecipient) – (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of “personally identifiable information (PII)” (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a “Federal information system” (OMB Circular A-130). The recipient’s breach procedures must include a requirement to report actual or imminent breach of P 11 to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

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10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that—for purposes of federal grants administrative requirements—OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirements for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that—for purposes of federal grants administrative requirements—OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

12. Unreasonable restrictions on competition under the award; association with federal government SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in Part) by this award, whether by the recipient or by a subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).
1. No discrimination, in procurement transactions, against associates of the federal government Consistent with the (DOJ) Part 200 Uniform Requirements-including as set at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") – no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly

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set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government – as an employee, contractor or subcontractor (at any tier), grant recipient or "subrecipient (at any tier), agent, or otherwise – in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

13. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

14. Determination of suitability to interact with participating minors

SCOPE. The condition applies to this award if it is indicated – in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute – that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain

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individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Expore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

15. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the DOJ Grants Financial Guide").

16. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

17. OJP Training Guiding Principles

Any training or training materials that recipient—or any subrecipient ("subgrantee") at any tier—develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at

<https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

18. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ award agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

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19. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the performance of this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

23. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awards by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes

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certain activities that otherwise would be barred by law).

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

24. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020). The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award— (1) submitted a claim that violates the False Claim Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by—(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW. Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG web site at <https://oig.justice.gov/hotline>.

26. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement

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contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which related to classified information), Form 4414 (which related to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient—

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both—

a. it represents that—

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that

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agency.

27. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

28. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Message While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

29. Requirements to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

30. The Victims of Crime Act (VOCA) of 1984 states that VOCA funds are available during the federal fiscal year in which the award was actually made, plus the following three fiscal years. At the end of this period, VOCA funds will be deobligated. OJP has no discretion to permit extensions beyond the statutory period (E.g., VOCA funds awarded in FY 2020, are available until the end of FY 2023).

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31. Discrimination Findings

The recipient assures that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this award, the recipient will forward a copy of the findings to the Office for Civil Rights of OJP.

32. VOCA Requirements

The recipient assures that the State and its subrecipients will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required. Specifically, the State certifies that funds under this award will:

a) be awarded only to eligible victim assistance organizations, 34 U.S.C. 20103(a)(2);

b) not be used to supplant State and local public funds that would otherwise be available for crime victim assistance, 34 U.S.C. 20103(a)(2); and

c) be allocated in accordance with program guidelines or regulations implementing 34 U.S.C. 20103(a)(2)(A) and 34 U.S.C. 20103(a)(2)(B) to, at a minimum, assist victims in the following categories: sexual assault, child abuse, domestic violence, and underserved victims of violent crimes as identified by the State.

33. The recipient authorizes the Office for Victim of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, papers, or documents related to this grant.

34. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

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35. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

36. The recipient must receive and engage in any training and technical assistance activities recommended by the Office for Victims of Crime.

Agency Name:	Crestview Police Department
Name of Authorized Official:	Maj. Raymond C. Harp
Signature of Authorized Official:	✓
Date Signed:	February 10, 2021 3:37PM

OFFICE OF THE FLORIDA ATTORNEY GENERAL
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Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
EEOP Certification Form

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Carefully read the instructions below and then complete the applicable section for your agency.

Recipient's Name: City of Crestview Police
Address: 201 Stillwell Blvd, Crestview, Florida, 32539-2221
Grant Title: VOCA 2021

DUNS Number: 025063611

Grant Number: VOCA-2021-City of Crestview
Police-00245

Requested Award Amount: \$43,231.11

Name and Title of Contract Person: Chief Stephen McCosker Chief

Telephone Number: (850) 682-3544

E-Mail Address: McCoskerS@crestviewpd.org

Section A - Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

Recipient has less than fifty employees.

Recipient is an educational institution.

Recipient is a nonprofit organization.

Recipient is a medical institution.

Recipient is an Indian tribe.

Recipient is receiving an award less than
\$25,000.

I, *[responsible official]*,
certify that *[recipient]* is
not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R § 42.302.
I further certify that *[recipient]*
will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the
delivery of services.

✓ **Section B - Declaration Claiming Exemption from the EEOP Submission Requirement and
Certifying that an EEOP is on File for Review**

*If a recipient agency has fifty or more employees and is receiving a single award or subaward of
\$25,000 or more, but less than \$750,000, then the recipient agency does not have to submit an EEOP
to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):*

I, Maj. Raymond C. Harp *[responsible official]*,
certify that Crestview Police Department *[recipient]*,
which has fifty or more employees and is receiving a single award or subaward for \$25,000 or
more, but less than \$750,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt.
E. I further certify that within the last twenty-four months, the proper authority has formulated and

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EEOP Certification Form

signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

Crestview City Hall Human Resources [organization],
198 N. Main Street, Crestview, Florida 32536 [Address].

Section C - Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$750,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, [responsible official],
certify that [recipient],
which has fifty or more employees and is receiving a single award of \$750,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Maj. Raymond C. Harp
Name and Title of Authorized Official

✓
Signature of Authorized Official

February 10, 2021 3:53PM
Date Signed

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Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Related Parties Questionnaire

Agency Name: Crestview Police Department

- 1) Are there currently any family relationships that exist between the board of directors, the agency's principal officers, the agency's employees, and any independent contractors? No

If yes, describe any and all family relationships that exist and indicate if your agency has a related parties policy.

- 2) Are you aware of any interests, direct or indirect, that exist with the current board of directors, the current agency principal officers, the current agency employees, or any current independent contractors in the following area?

- A) Sale, purchase, exchange, or leasing of property? No
B) Receiving or furnishing of goods, services, or facilities? No
C) Transfer or receipt of compensation, fringe benefits, or income or assets? No
D) Maintenance of bank balances as compensating balances for the benefit of another? No

If yes to any above, describe any and all interests that you are aware of at this time.

- 3) Are any current board of directors, current agency's principal officers, current agency's employees, or any current independent contractors indebted to the agency? No

If yes, describe any and all family relationships that exist and indicate if your agency has a related parties policy.

- 4) Have any current board of directors, current agency principal officers, current agency employees, or any current independent contractors misappropriated assets or committed other forms of fraud against the agency? No

If yes, describe any and all family relationships that exist and indicate if your agency has a related parties policy.

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Related Parties Questionnaire

By signing this form, I hereby certify that the information contained in this questionnaire is true and accurate to the best of my knowledge and belief. I acknowledge my obligation to notify the Office of the Attorney General VOCA Grant Manager for this contract of any changes to the information provided.

Maj. Raymond C. Harp
Name and Title of Authorized Official

✓

Signature of Authorized Official

February 10, 2021 3:19PM

Date Signed

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
VOCA Personnel Budget: Victim Advocate 1

Agency Name: Crestview Police Department

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Victim Advocate	\$51,807.73	\$38,855.80	75%	0.75

Personnel Narrative: The Crestview Police Department has one Victim Advocate. The position received a \$.50 an hour increase in pay.

Sub-Total	\$51,807.73	\$38,855.80		0.75
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Agency Contribution for Personnel Expenses \$12,951.93

Pay Schedule: (choose one from the drop-down menu) Weekly

Position Number: 1

Hours per week = 40
 Hourly Rate = \$17.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$35,360.00		\$35,360.00	\$680.00
FICA		7.5%	\$2,652.00	\$51.00
Retirement		11.3%	\$3,995.68	\$76.84
Health Ins.			\$8,737.80	\$168.03
Life Ins.			\$138.60	\$2.67
Dental Ins.			\$180.00	\$3.46

OFFICE OF THE FLORIDA ATTORNEY GENERAL

VOCA 2021-2022

Organization: City of Crestview Police

Grant No.: VOCA-2021-City of Crestview Police-00245

VOCA Personnel Budget: Victim Advocate 1

Workers Comp	0.18%	\$63.65	\$1.22
Unemployment (1st \$7K)	0%	\$0	\$0
Other:		\$680.00	\$13.08
TOTAL		\$51,807.73	\$996.30

Explanation (if applicable):

A government entity does not pay unemployment tax until such time an employee files for it .

Other is PTO Payback.

Is this position used as a matching expense Y/N?

No

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
VOCA Contractual/Fee for Service Budget

Agency name: Crestview Police Department

For each contractual service listed, include a description of the service to be provided, the business name of the contractor, the cost per unit of service, and the estimated units of service to be used. Indicate in the narrative section how the number of services requested was determined. Also, give a description of a unit of service, e.g., a 60 minute unit of legal services, a 60 minute individual therapy session, and a 90 minute group therapy session.

Therapy must be requested at a maximum of the following rates, per 15 minute increment/unit:

Individual Therapy- \$25 per unit
Family Therapy- \$12.25 per unit/per person
Group Therapy- \$8 per unit/per person

EXAMPLE - Budget Narrative:

Therapy, Inc., will provide therapy for adult survivors of incest. It is anticipated that this service will be used approximately 10 times during the year.

Contractual Services - Contracts for specialized services:

Name of Business or Contractor / Budget Narrative	Cost Per Unit of Service	Estimated Units of Service	Total
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Name of Business or Contractor:

Budget Narrative:

Contractual Subtotal			\$0
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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
VOCA Operating Budget

Agency name: Crestview Police Department

Office supplies such as paper, pencils, toner, printing, books, postage, transportation for victims; monthly service costs for telephone or utilities; staff travel (for direct service to crime victims only), etc. Furniture and equipment costing less than \$2,500 should be requested from this budget category. In the narrative section, provide a brief description of the operating expenses and note if the cost is pro-rated. Indicate how the number and cost of services requested were determined (by FTE? by % use? by sq/ft?).

EXAMPLE- Narrative Response:

The Victim Advocate will need monthly telephone service calculated at \$20 per month, which is the standard rate budgeted for new positions in this agency.

Operating:

Description of Operating Cost and a Budget Narrative	Number	Cost Per Item	Total
Description of Operating Cost: Computer(Mobile Work Station) Budget Narrative: The position requires a mobile work station to maintain scheduling, logs, and sign in and out for time keeping when providing advocacy away from the office and working during shut downs.	1	\$2,034.51	\$2,034.51
Description of Operating Cost: Victim Service Tracking Software Budget Narrative: The software will decrease the amount of time needed to log and track services and demographics providing more time for victim advocacy.	1	\$1,700.00	\$1,700.00
Description of Operating Cost: phone expense Budget Narrative: The expense for a phone to contact and schedule victim advocacy appointments and calls for crisis management. The phone can be a safety issue as well when making contact away from the office. Each month is \$53.40 equaling \$640.80.	12	\$53.40	\$640.80
Operating Subtotal			\$4,375.31

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
VOCA Match Budget: Advocate Supervision

Agency Name: Crestview Police Department

Program Match: The VOCA Rules require that all proposals provide a 20% match of the total VOCA project. Total VOCA Project is defined as the VOCA Budget Request plus the Program Match. Match funds are subject to the same restrictions that govern VOCA grant funds, i.e., the source of program match must be a VOCA-allowable expenditure. Training is not approved as a matching contribution.

To determine the amount of match required by the VOCA Rules for the proposed VOCA project, divide the total amount of the VOCA Budget Request by four. The result is the amount of the program match. For example, if the VOCA Budget Request is \$30,000, then divide \$30,000 by four which equals \$7,500. In this case, the required match is \$7,500 which equals 20% of the total VOCA project. The following further illustrates the program match requirement:

\$30,000
+ \$7,500
\$37,500

Allowable match funds may include, but are not limited to, volunteers, staff salaries, rent, equipment, operating costs, etc. Federal funds from other sources cannot be used for VOCA match. Match used for the VOCA project cannot be used as match for any other grant. Do not over report match, i.e., do not provide match in excess of 20% of the total VOCA project. Match may be provided as either cash or in-kind or a combination of cash and in-kind as follows:

Cash Match: A cash match is any cost component that is included in the agency's overall budget as it applies to the provision of direct services for victims of crime, i.e., staff providing direct victim services, travel related to the delivery of direct victim services, rent paid by the agency for the portion of the program providing direct victim services, etc. If the agency pays for the expense, then it may be used as a cash match.

In-Kind Match: An in-kind match includes donated items or services that benefit the program but which do not have a dollar value assigned for budgeted purposes. For example, programs may use volunteer hours as match. The value placed on donated services must be consistent with the rate of compensation paid for similar work in the applicant agency. If the required skills are not found in the applicant agency, the rate of compensation must be consistent with the labor market. Programs may use items donated by other programs or individuals as in-kind match, i.e., rent and utilities used for the provision of direct services to victims and donated by another source outside the agency.

The Program match section is an itemized description by budget category of proposed matching contributions. The budget categories are personnel, contractual services, equipment and operating expenses. Provide a detailed (itemized) list and a budget narrative for each budgeted category. Indicate the funding source and indicate if it is a cash or in-kind match. Do not over report required match. Unless otherwise approved by the OAG, reported match must be consistent with the monthly reimbursement request.

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
VOCA Match Budget: Advocate Supervision

Match Narrative: Describe in detail the type of Match, whether cash or in-kind, the budget category, etc. Submit the same detailed information for match as provided for VOCA funded items. If match is in the personnel category for paid staff complete the table below (attach additional page(s) if needed) and provide the total salary and benefits and percentage. Attach job descriptions for all paid staff and/or volunteers reported as Match. Job descriptions must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is reported as Match. Failure to provide VOCA allowable job descriptions may result in a reduction to your request.

EXAMPLES- Match Narrative:

Our agency utilizes volunteers who provide direct services to victims of crime, such as intake clerks, clerical (types reports and calls victims) and victim advocates. The agency anticipates using volunteers at the equivalent of 20 - 23 hours per week x 52 weeks x \$5.15 for a match of \$5,698.

* Only those agencies with an established volunteer component are eligible to utilize volunteers as match.

The agency rents office space from the Global Company at \$14,400 annually and the agency's pro-rated portion for office space for volunteers and supervisor of the victim advocate would be approximately 19% (or \$234 per month) x 12 months = \$2,807.

Approximately 5% of the Victim Advocate Supervisor position will be utilized to provide supervision for the victim advocate position. The supervisor's total salary and benefits equal \$32,000.

Program Match Description	Funding Source May not be derived from Federal Dollars Local, Public or Private	Cash or In-Kind	Budget Category	Match Amount
Advocate Supervision		Cash	Personnel	\$10,546.40
Match Sub-Total				\$10,546.40
Budget Narrative:	Approximately 12.4239% of the Victim Advocate Supervisor's time will be spent supervising			

VOCA FTE %	0.1242%			
Hours per week =	40	RATE	Employer Cost	Reported Match =
Hourly Rate =	\$32.18			12.4239%
Annual Gross Salary	\$66,934.40		\$66,934.40	\$8,315.86
FICA		7.5%	\$5,020.08	\$623.69
Retirement		11.3%	\$7,563.59	\$939.69
Health Ins.			\$0	\$0
Life Ins.			\$138.60	\$17.22
Dental Ins.			\$180.00	\$22.36
Workers Comp		3.83%	\$2,563.59	\$318.50
Unemployment		0%	\$0	\$0
Other			\$2,487.75	\$309.08

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
VOCA Match Budget: Advocate Supervision

TOTAL	\$84,888.00	\$10,546.40
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Explanation (if applicable):

Other includes \$1200.00 for Education Incentive Pay and \$1287.75 for PTO Buy Back. A government entity does not pay unemployment tax until such time the employee files for it.

OFFICE OF THE FLORIDA ATTORNEY GENERAL

VOCA 2021-2022

Organization: City of Crestview Police

Grant No.: VOCA-2021-City of Crestview Police-00245

Victims Served and Types of Services

0	Human Trafficking: Labor	\$0	0.00%	0
0	Human Trafficking: Sex	\$0	0.00%	0
1	Identity Theft/Fraud/Financial Crime	\$70.52	0.16%	0
14	Kidnapping	\$987.33	2.28%	0
0	Mass Violence (Domestic/International)	\$0	0.00%	0
11	Other Vehicular Victimization (e.g., Hit and Run)	\$775.76	1.79%	0
3	Robbery	\$211.57	0.49%	0
51	Stalking/Harassment	\$3,596.72	8.32%	0
19	Survivors of Homicide Victims	\$1,339.95	3.10%	0
0	Teen Dating Victimization	\$0	0.00%	0
0	Terrorism (Domestic/International)	\$0	0.00%	0
Total Victims Served	613	\$43,231.11	100.00%	0

Indicate the number of victims projected to receive the following services. In this section, only count a victim once, regardless of how many times the victim received a particular service. The total amount for any one service may not exceed the total number of victims projected to be served. See the VOCA Definitions for a description of each service.

# of Victims to be Served	Type of Service	# of Other Types of Services to be Provided	For other types of services, identify and list each separately below.
914	Information and Referral	0	
3	Personal Advocacy/Accompaniment	0	
56	Emotional Support or Safety Services	0	
23	Shelter/Housing Services	0	
76	Criminal/Civil Justice System Assistance	0	
0	Number of Victims Assisted with a Victim Compensation Application	0	
Total Services	1072	0	Subtotal of "Other" Services

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Required Documentation

Required Documentation:

Job Descriptions

A job description is required for all proposed VOCA-funded personnel and match personnel and must indicate the percentage of time allocated for each task totaling 100% of the job duties. Job descriptions must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded. Failure to provide VOCA allowable job descriptions may result in a reduction to your request.

Letters of Support

Attach three (3) current letters of support from **local community or government groups**. A current letter is one that is dated during the current calendar year. It is the responsibility of the applicant agency to ensure letters highlight the applicant agency's record of providing effective services to victims of crime (if applicable), demonstrates the writer's support as well as the community's support of the services that are requested as part of VOCA Grant project. Do not provide more than three letters. The following will not be accepted:

- *Letters from one individual that is not writing on behalf of a local community or government group
- *Letters from individuals or units within the applicant agency
- *Letters acknowledging conference or meeting participation
- *Letters that are similar in content

Documentation of the agency's 501(c) 3 ruling from the Internal Revenue Service

Provide documentation to document the nonprofit status of the applicant agency. This may include:

- *proof that the Internal Revenue Service recognizes the organization as being tax exempt under 501(c)(3) of the Internal Revenue Code;
- *a statement from a state taxing body or state secretary of state certifying that the organization is a nonprofit organization and that no part of the organization's net earnings may benefit any private shareholder or individual;
- *a certified copy of a certificate of incorporation or similar document establishing nonprofit status;
- *any of the above, if it applies to a state or national parent organization, with a statement by the state or national parent organization that the applicant is a local nonprofit affiliate

Current Listing of Agency's Board of Directors

Attach a current listing of all Board Members to include name, affiliation, and contact information (address, phone number).

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2021-2022
Organization: City of Crestview Police
Grant No.: VOCA-2021-City of Crestview Police-00245
Required Documentation

Required Documentation Uploads

Name: Job Description	Type: Job Descriptions
Name: LOS, United Family Court Manager	Type: Letters of Support
Name: LOS, Okaloosa County Pretrial Manager	Type: Letters of Support
Name: LOS, Crime Stoppers	Type: Letters of Support
Name: Tax Exempt Form	Type: 501(c) 3
Name: Council	Type: Board of Directors
Name: PD 2021 Budget	

OAG Only - Upload Section

Name:	Type:
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Staff Report

CITY COUNCIL MEETING DATE: March 22, 2021

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM:
DATE: 3/22/2021
SUBJECT: Agreement to Purchase Four (4) Parcels of Property

BACKGROUND:

The City Manager is requesting permission to use undesignated fund balance to purchase four parcels from Mr. Jay Woodbury.

DISCUSSION:

During strategic Planning, the City Council placed a high emphasis on blight removal and the abatement of drug use and sales throughout the City.

From time to time an opportunity will arise for the city to purchase and clean up properties that have been known to have above average criminal activity. The attached purchase includes four such properties.

The purchase of these properties will allow the City to revitalize a portion of a neighborhood that has elevated levels of criminal activity and to partner with another organization to construct and provide affordable housing.

Upon purchase, the City will work to remove the blight while looking for ways to provide additional affordable housing.

Once the properties are vacant and the current buildings have been removed, Staff will provide the City Council with alternatives for the revitalization of the neighborhood.

The funding for this purchase is undesignated fund balance.

The funding for the demolition and clean-up of the properties is available in the Community Development Block Grant budget.

GOALS & OBJECTIVES

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

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

Financial Sustainability- Achieve long term financial sustainability

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

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

Community Character- Promote desirable growth with a hometown atmosphere

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

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

The funding for this purchase is available through undesignated fund balance. The demolition and clean-up of the property funding is available in the City's Community Development Block Grant allocation.

RECOMMENDED ACTION

Staff respectfully requests approval of the purchase of the properties as provided in the attached agreement.

Attachments

1. Field Street Purchase Agreement

MEMORANDUM

TO: The City Council of the City of Crestview, Florida

FROM: JAY WOODBURY PROPERTIES, LLC, a Florida Limited Liability Company, hereinafter called "Seller", and TIM BOLDUC, City Manager of the City of Crestview (the "Buyer")

DATE: March 19, 2021

RE: OFFER TO PURCHASE AND SELL

1. On March 19, 2021, as Manager/Member of JAY WOODBURY PROPERTIES, LLC, I proposed to sell the below-described property to the City of Crestview, for the net-net-net* cash sum of \$106,257.25.

2. The property to be sold is described in Exhibit A hereto.

3. The proposal as stated in Paragraphs 1 and 2 above will be valid until midnight on Wednesday, March 24, 2021. If this proposal is not accepted by that date and time, this proposal will be "null and void".

4. Closing of the transaction contemplated herein shall occur on or before March 26, 2021.

*Triple net terms means that Seller will receive at closing the respective net cash sum as stated in the proposal (as indicated in Paragraph 1 above). The parcel of real property will be conveyed as is -where is" and Seller makes no warranties whatsoever regarding the subject parcel of real property. Seller will incur no expenses or closing costs whatsoever as a result of this transaction. Buyer (City of Crestview,) will pay all closing costs, and ad valorem taxes and any other prorations.

WHEREFORE, Seller has set his hand and seal the day, month and year first above written.

JAY WOODBURY
Manager/Member
JAY WOODBURY PROPERTIES, LLC,
A Florida Limited Liability Company
Seller
Date:

STATE OF FLORIDA
COUNTY OF OKALOOSA

The foregoing instrument was sworn to and subscribed before me this _____ day of March, 2021,
by Jay Woodbury as Manager/Member of Jay Woodbury Properties, LLC, a Florida limited
liability company, as Seller, who is personally known to me or produced an identification.

(SEAL)

Signature of Notary Public

Print, Type or Stamp Commissioned
Name of Notary Public

ACCEPTED upon the terms set forth above
**Subject to the approval of the City of
Crestview City Council**

CITY OF CRESTVIEW, FLORIDA
TIM BOLDUC, CITY MANAGER

STATE OF FLORIDA
COUNTY OF OKALOOSA

The foregoing instrument was sworn to and subscribed before me this _____ day of March, 2021,
by Tim Bolduc as City Manager of the CITY OF CRESTVIEW, FLORIDA, on behalf of the City,
who is personally known to me or produced an identification.

(SEAL)

Signature of Notary Public

Print, Type or Stamp Commissioned
Name of Notary Public

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY TO BE CONVEYED

Parcel 1:

A portion of Lot 15, Block 133, Town of Crestview, Florida as recorded in Plat Book [1 Page 72](#) of the Official Records of Okaloosa County, Florida, to-Wit: Commence at the SW corner of Lot 15, Block 133, Town of Crestview for Point of Beginning, thence Northwesterly 49.03 feet, thence Northeasterly 65.00 feet, thence Southeasterly 49.03 feet, thence Southwesterly 65.00 feet to the Point of Beginning.

Parcel 2:

Begin at the Southwest corner of Lot 17, Block 133, thence run in a Northeasterly direction along the Northerly right of way line of Field Avenue a distance of 215 feet to a point; thence run Northwesterly and parallel to the East line of Lot 16, a distance of 49.03 feet; thence run in a Southwesterly direction and parallel to Field Avenue a distance of 65 feet to a point on the East line of Lot 16; thence run Northwesterly along the East line of Lot 16 a distance of 100.97 feet to the Northeast corner of said Lot 16; thence run in a Southwesterly direction along the Northerly line of Lots 16 and 17, a distance of 92.45 feet; thence in a Southwesterly direction run a distance of 155.55 feet to a point on the North right of way line of Edney Avenue, which is 24.32 feet west of the Point of Beginning; thence run East along the North right of way line of Edney Avenue a distance of 24.32 feet to the Point of Beginning. Being all lot 16, and a portion of Lots 15, 17, and 18, Block 133, of the Town of Crestview, according to Plat thereof on file in the Office of the Clerk of Circuit Court, in Plat Book [1, Page 72](#), Okaloosa county, Florida.

Parcel 3:

Lots 1, 2, 7 and 8, Block 178, Town of Crestview, according to plat thereof as Recorded in Plat Book [1, Page 72](#), in the Office of Clerk of Circuit Court, Okaloosa County, Florida.

Parcel 4:

Commencing at the SW corner of Lot 15, Block 133, City of Crestview, according to plat thereof as recorded in Plat Book 1, Page 72, of the Official Records of Okaloosa County, Florida, run North along said Lot line 100.23 feet to Point of Beginning; continue North along said Lot line 50.05 feet; thence East parallel to Field Avenue, 65 feet; thence South parallel to West lot line 50.05 feet; thence West parallel to Field Avenue 65 feet to Point of Beginning, being a portion of Lots 6 and 15, Block 133, City of Crestview, Florida.

AND

Commencing at the SW corner of Lot 15, Block 133, City of Crestview, according to plat thereof as recorded in Plat Book 1, Page 72, of the Official Records of Okaloosa County, Florida, run North along Lot line 49.03 feet to the Point of Beginning; continue North along Lot line 51.2 feet; thence East 65 feet parallel to Field Avenue; thence South parallel to West line of said Lot, 51.2 feet; thence West parallel to Field Avenue 65 feet to Point of Beginning, being a portion of Lot 15, Block 133, City of Crestview, Florida.

AND

Commencing at the NW corner of Lot 6, Block 133, of the City of Crestview, according to the plat thereof as recorded in Plat Book 1, Page 72, of the Official Records of Okaloosa County, Florida, run South along Lot line 99.6 feet to Point of Beginning; thence continue South along said Lot line 50.2 feet; thence East parallel to Bowers Avenue 65 feet; thence North parallel to Lot line 50.2 feet; thence West parallel to Bowers Avenue 65 feet to Point of Beginning, being a portion of Lot 6, Block 133, City of Crestview, Florida.

AND

Commencing at the NW corner of Lot 6, Block 133, City of Crestview, according to plat thereof as recorded in Plat Book 1, Page 72, of the Official Records of Okaloosa County, Florida, run South along Lot line 50.2 feet to Point of Beginning, thence continue South along said Lot line 49.4 feet; thence East parallel to Bowers Avenue 65 feet; thence North parallel to West line of said Lot 6 49.4 feet; thence West parallel to Bowers Avenue 65 feet to Point of Beginning, being a portion of Lot 6, Block 133, City of Crestview, Florida.



Staff Report

CITY COUNCIL MEETING DATE: March 22, 2021

TYPE OF AGENDA ITEM: 2nd Reading

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Trae Duley, Planning Administrator
DATE: 3/16/2021
SUBJECT: Ordinance 1809 Cherokee Nene Annexation

BACKGROUND:

On February 8, 2021 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 5687 Cherokee Nene.

The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Rural Residential and Residential Rural, respectively.

The Planning and Development Board recommended approval on March 1, 2021 and the first reading was on March 8, 2021.

DISCUSSION:

The property description is as follows:

Property Owner: Ballinger Michele & Sisneros
Parcel ID: 01-3N-24-0000-0001-045A
Site Size: 2.04 acres
Current FLU: County Rural Residential
Current Zoning: County Residential Rural
Current Land Use: Residential

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

Direction	FLU	Zoning	Existing Use
North	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Vacant
East	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Residential
South	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Residential
West	Residential (R)	Single-Family Low-Density (R-1)	Residential

The subject property is currently developed for residential use and a development application has not been submitted. Based on the requested land-use and zoning designations, the property use will continue as a

residence.

Staff has reviewed the application based on the criteria detailed in Florida statute 171.043 for annexations and finds the following:

- The property is contiguous to the city limits;
- The property is comprised of one (1) lot in unincorporated Okaloosa County, and is therefore considered compact;
- The annexation of the property would not create an enclave
- The subject property is not included in the boundary of another municipality; and,
- The subject property meets the definition of urban purposes.

Courtesy notices were mailed to property owners within 300 feet of the subject property on February 8, 2021.

A letter was sent via certified mail to the Okaloosa Board of County Commissioners on February 8, 2021. The property was posted on February 16, 2021. An advertisement ran in the Crestview News Bulletin on February 24, 2021.

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.

FINANCIAL IMPACT

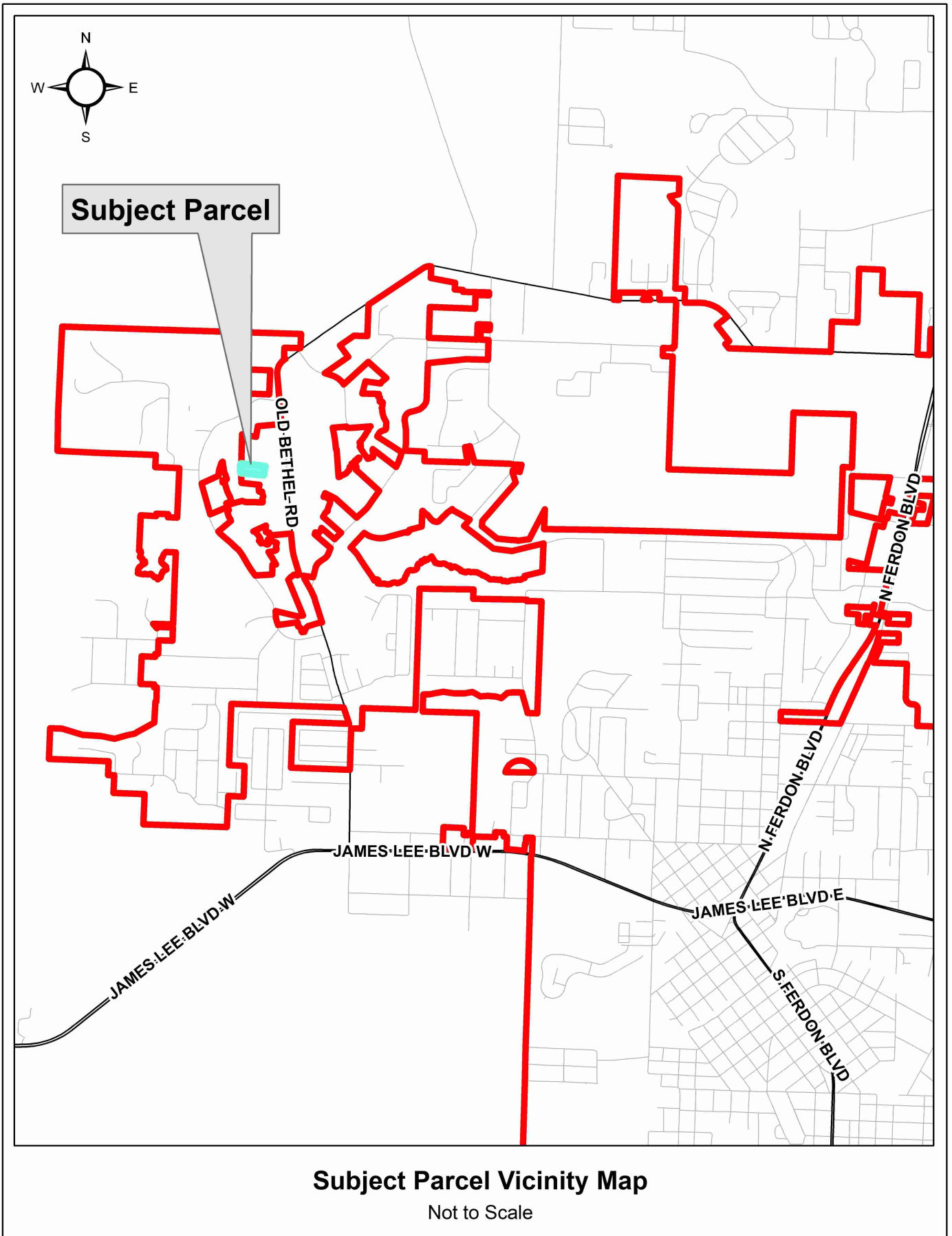
The fees for annexation have been waived for this application as it was received during the moratorium on annexation fees.

The cost of advertising is \$656.88.

The successful annexation of this property will have positive future impacts, including ad valorem revenue based on future taxable assessed value, development and building permit fees, and utility usage fees.

RECOMMENDED ACTION

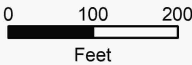
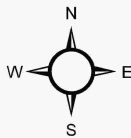
Staff respectfully requests adoption of Ordinance 1809 on second reading.



Subject Parcel Vicinity Map

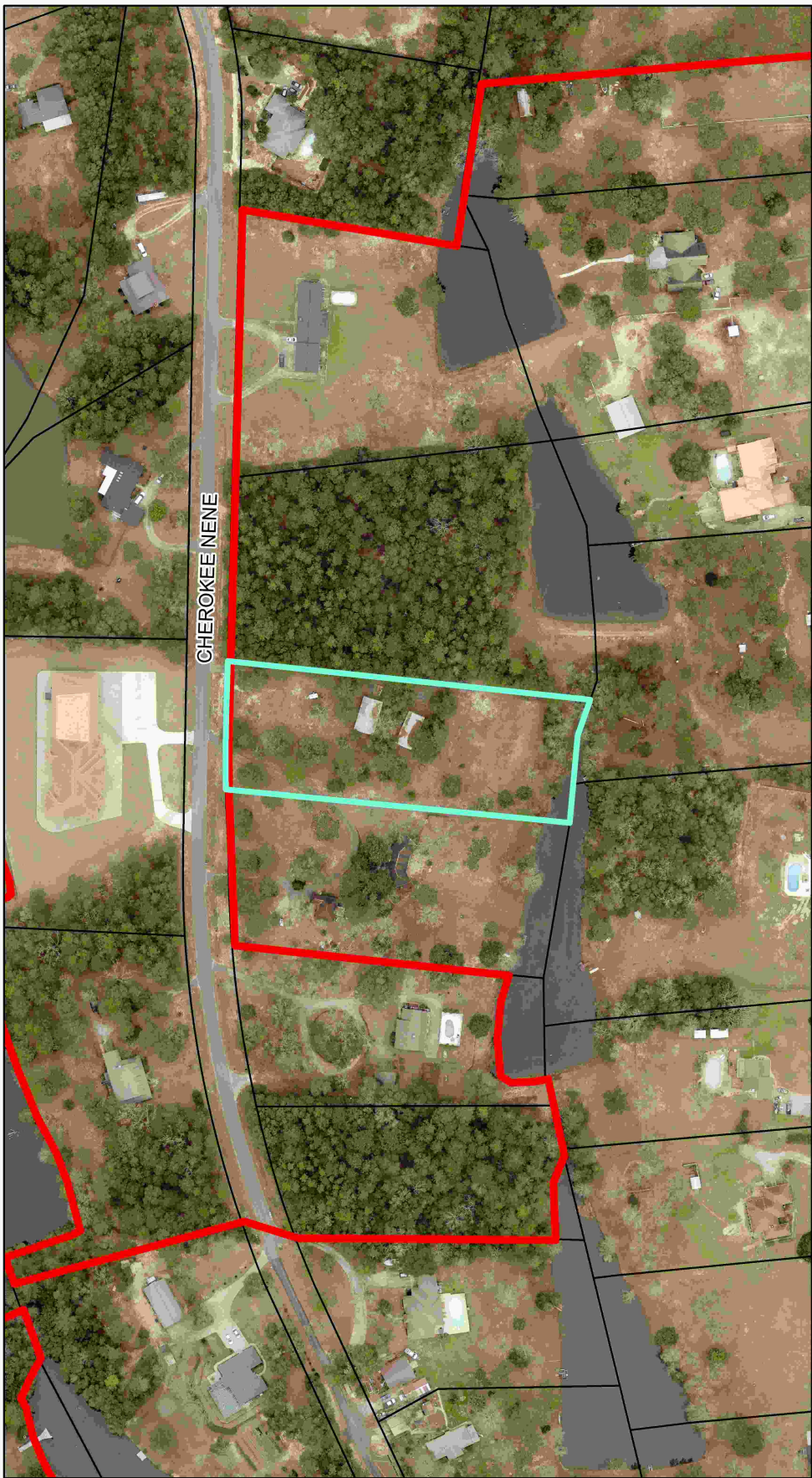
Not to Scale

**Subject Parcel
Aerial Exhibit**



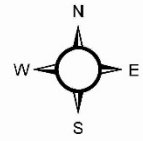
Legend

-  Subject Parcel
-  City Limits



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

Existing Use



0 100 200
Feet

Legend

- Subject Parcel
- City Limits
- MFR HOME
- SINGLE FAM
- VACANT
- VACANT/RES

2.04 Acres

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

Attachments

None

ORDINANCE: 1809

AN ORDINANCE ANNEXING TO THE CITY OF CRESTVIEW, FLORIDA, ± 2.04 ACRES OF CONTIGUOUS LANDS LOCATED IN SECTION 1, TOWNSHIP 3 NORTH, RANGE 24 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.

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

SECTION 1 – AUTHORITY. The authority for enactment of this ordinance is Chapter 171, Florida Statutes, and Section 2 of the City Charter.

SECTION 2 – LAND DESCRIPTION. The following described unincorporated area contiguous to the City of Crestview, Florida, is hereby annexed to the City:

PIN # 01-3N-24-0000-0001-045A (Deed recorded in Book 3238, page 936, dated March 3, 2016)

Commence at the NW corner of Section 1, Township 3 North, Range 24 West, thence N 89 degrees 56 minutes 23 seconds E 2122.96 feet; thence South 1456.62 feet; thence N 87 degrees 17 minutes 57 seconds W 564.16 feet; thence S 37 degrees 12 minutes 03 seconds W 312.47 feet to curve right with a 500 foot radius, thence along curve a distance of 238.20 feet to Cherokee NeNe; thence S 37 degrees 47 minutes 57 seconds E 139.73 feet; thence S 00 degrees 17 minutes 57 seconds E 884.73 feet for Point of Beginning; thence continue S 00 degrees 17 minutes 57 seconds E 180 feet; thence S 85 degrees 17 minutes 57 seconds E 487.92 feet more or less to waters edge of lake; thence Northeasterly along waters edge 200 feet more or less; thence N 85 degrees 47 minutes 57 seconds W 529.1 feet to Point of Beginning. Less 33.0 feet along Cherokee NeNe for R/W. Also known as Lot 37A, Tract 25, Kennedy Lakes.

Together with that part as described in Order recorded in Official Records Book 2855, Page 4915, of the Public Records of Okaloosa County, Florida.

Less and except that part conveyed to the City of Crestview, Florida, by Quit Claim Deed recorded in Official Records Book 2241, Page 4016, of the Public Records of Okaloosa County,

Florida.

SECTION 3 – BOUNDARY. The existing boundary line of the City of Crestview, Florida, is modified to include the herein referenced tract of land and the base, zoning and land use maps shall be updated to reflect these changes pursuant to law.

SECTION 4 – LAND USE AND ZONING. Pursuant to general law, the property hereby annexed was subject to Okaloosa County land development, land use plan, and zoning or subdivision regulations, which shall remain in full force and effect until rezoning and land use changes are finalized by the City in compliance with the Comprehensive Plan.

SECTION 5 – COMPREHENSIVE PLAN UPDATE. Pursuant to Chapter 163.011, et seq. petitioner for annexation shall apply through the City for a Comprehensive Plan change which will designate the future land use category for the parcel as Residential (R) with Single-Family Low-Density District (R-1) zoning to be assigned and run concurrent with the approval and adoption of the Comprehensive Plan amendment by the proper authorities.

SECTION 6 – MAP UPDATE. The Base, Zoning and Future Land Use Maps shall be updated at the earliest possible date.

SECTION 7 – FILING. Upon passage, the City Clerk is directed to file a copy of this ordinance with the Clerk of Circuit Court of Okaloosa County and with the Florida Department of the State.

SECTION 8 – 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 9 – 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 10 – 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 11 – 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 12 – EFFECTIVE DATE. This ordinance shall take effect immediately upon its adoption.

PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,

FLORIDA ON THE _____ DAY OF _____, 2021.

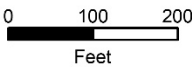
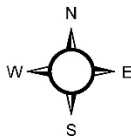
ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ **DAY OF** _____, 2021.

J. B. WHITTEN
Mayor

**Subject Parcel
Aerial Exhibit**



Legend

- City Limits
- Subject Parcel



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



Staff Report

CITY COUNCIL MEETING DATE: March 22, 2021

TYPE OF AGENDA ITEM: 2nd Reading

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Trae Duley, Planning Administrator
DATE: 3/16/2021
SUBJECT: Ordinance 1810 Cherokee Nene Comprehensive Plan Amendment

BACKGROUND:

On February 8, 2021 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 5687 Cherokee Nene.

The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Rural Residential and Residential Rural, respectively.

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

The Planning and Development Board recommended approval on March 1, 2021 and the first reading was on March 8, 2021.

DISCUSSION:

The property description is as follows:

Property Owner: Ballinger Michele & Sisneros
Parcel ID: 01-3N-24-0000-0001-045A
Site Size: 2.04 acres
Current FLU: County Rural Residential
Current Zoning: County Residential Rural
Current Land Use: Residential

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

Direction	FLU	Zoning	Existing Use
North	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Vacant
East	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Residential
South	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Residential
West	Residential (R)	Single-Family Low-Density (R-1)	Residential

The subject property is currently developed for residential use and a development application has not been

submitted. Based on the requested land-use and zoning designations, the property use will continue as a residence.

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 involves less than 10 acres.
- 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 February 8, 2021. The property was posted on February 16, 2021. An advertisement ran in the Crestview News Bulletin on February 24, 2021.

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.

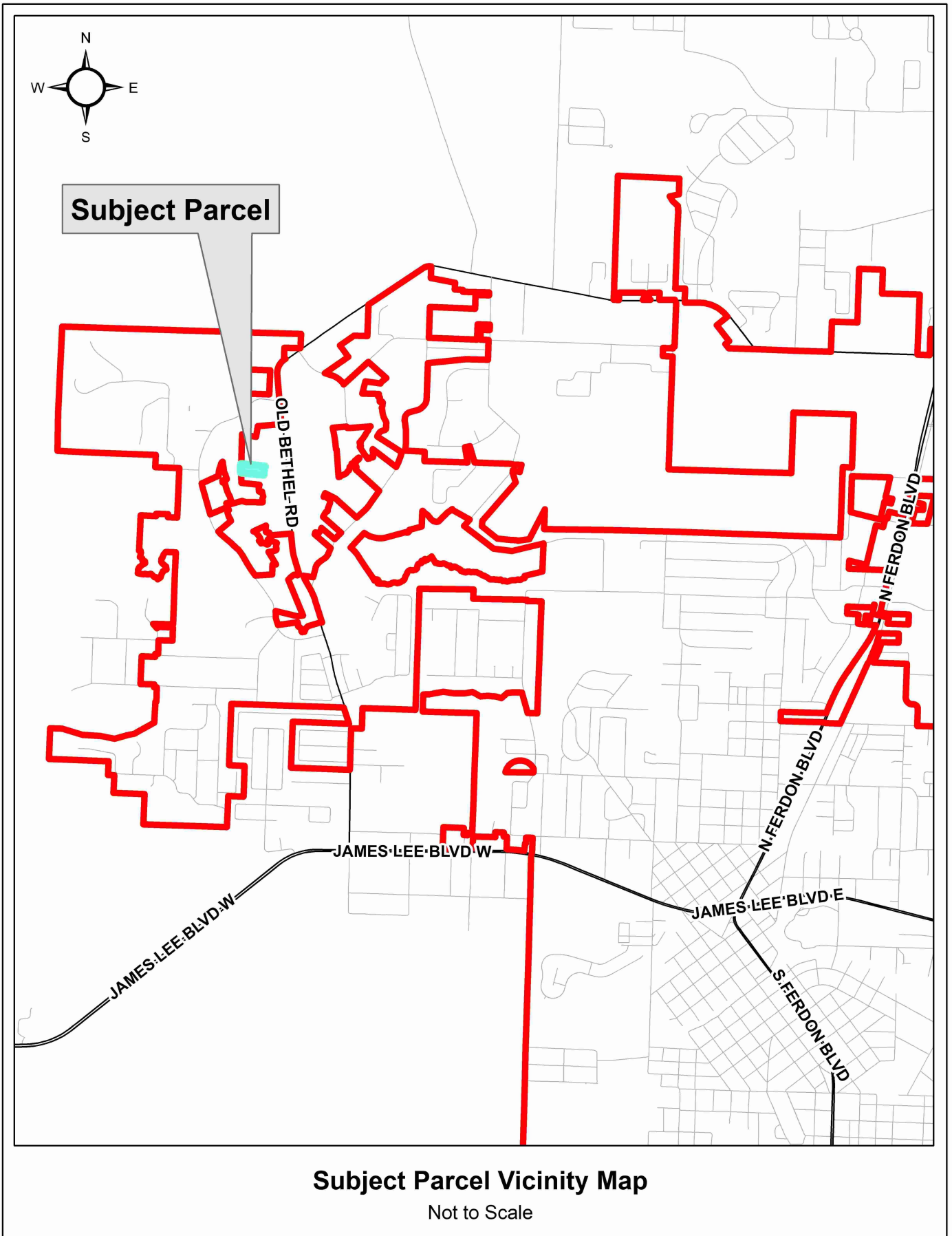
Opportunity – Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

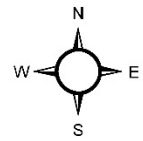
The fees for the comprehensive plan amendment have been waived for this application as it was received during the moratorium on annexation fees. There is no additional cost of advertising as the comprehensive plan amendment request was included in the advertisement for annexation.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1810 on second reading.



Current Future Land Use



0 100 200
Feet

Legend

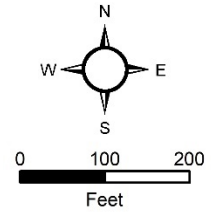
- Subject Parcel
- Residential (R)
- Mixed Use (MU)
- Commercial (C)
- Industrial (IN)
- Public Lands (PL)
- Conservation (CON)
- City Limits

CHEROKEE NENE

County Rural Residential

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

Proposed Future Land Use



Legend

- Subject_Parcel
- City Limits
- Residential (R)
- Mixed Use (MU)
- Commercial (C)
- Industrial (IN)
- Public Lands (PL)
- Conservation (CON)

2.04+/- acres of land
Ex FLU= County Rural Residential (RR)
Prop FLU= Residential (R)

CHEROKEE N

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

Attachments

None

ORDINANCE: 1810

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 RURAL RESIDENTIAL TO RESIDENTIAL (R) ON APPROXIMATELY 2.04 ACRES, MORE OR LESS, IN SECTION 1, 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 Okaloosa County Rural Residential to Residential (R) on a parcel of land containing 2.04 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 2.04 acres of land, more or less, from Okaloosa County Rural Residential to Residential (R). For the purposes of this Ordinance and Comprehensive Plan Amendment, the 2.04 acres, more or less, is known as Parcel 01-3N-24-0000-0001-045A and commonly described as:

Commence at the NW corner of Section 1, Township 3 North, Range 24 West, thence N 89

degrees 56 minutes 23 seconds E 2122.96 feet; thence South 1456.62 feet; thence N 87 degrees 17 minutes 57 seconds W 564.16 feet; thence S 37 degrees 12 minutes 03 seconds W 312.47 feet to curve right with a 500 foot radius, thence along curve a distance of 238.20 feet to Cherokee NeNe; thence S 37 degrees 47 minutes 57 seconds E 139.73 feet; thence S 00 degrees 17 minutes 57 seconds E 884.73 feet for Point of Beginning; thence continue S 00 degrees 17 minutes 57 seconds E 180 feet; thence S 85 degrees 17 minutes 57 seconds E 487.92 feet more or less to waters edge of lake; thence Northeasterly along waters edge 200 feet more or less; thence N 85 degrees 47 minutes 57 seconds W 529.1 feet to Point of Beginning. Less 33.0 feet along Cherokee NeNe for R/W. Also known as Lot 37A, Tract 25, Kennedy Lakes.

Together with that part as described in Order recorded in Official Records Book 2855, Page 4915, of the Public Records of Okaloosa County, Florida.

Less and except that part conveyed to the City of Crestview, Florida, by Quit Claim Deed recorded in Official Records Book 2241, Page 4016, of the Public Records of Okaloosa County, Florida.

The Residential (R) Future Land Use Category is hereby imposed on Parcel 01-3N-24-0000-0001-045A. 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 01-3N-24-0000-0001-045A 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 _____ DAY OF _____, 2021.

ATTEST:

ELIZABETH M. ROY

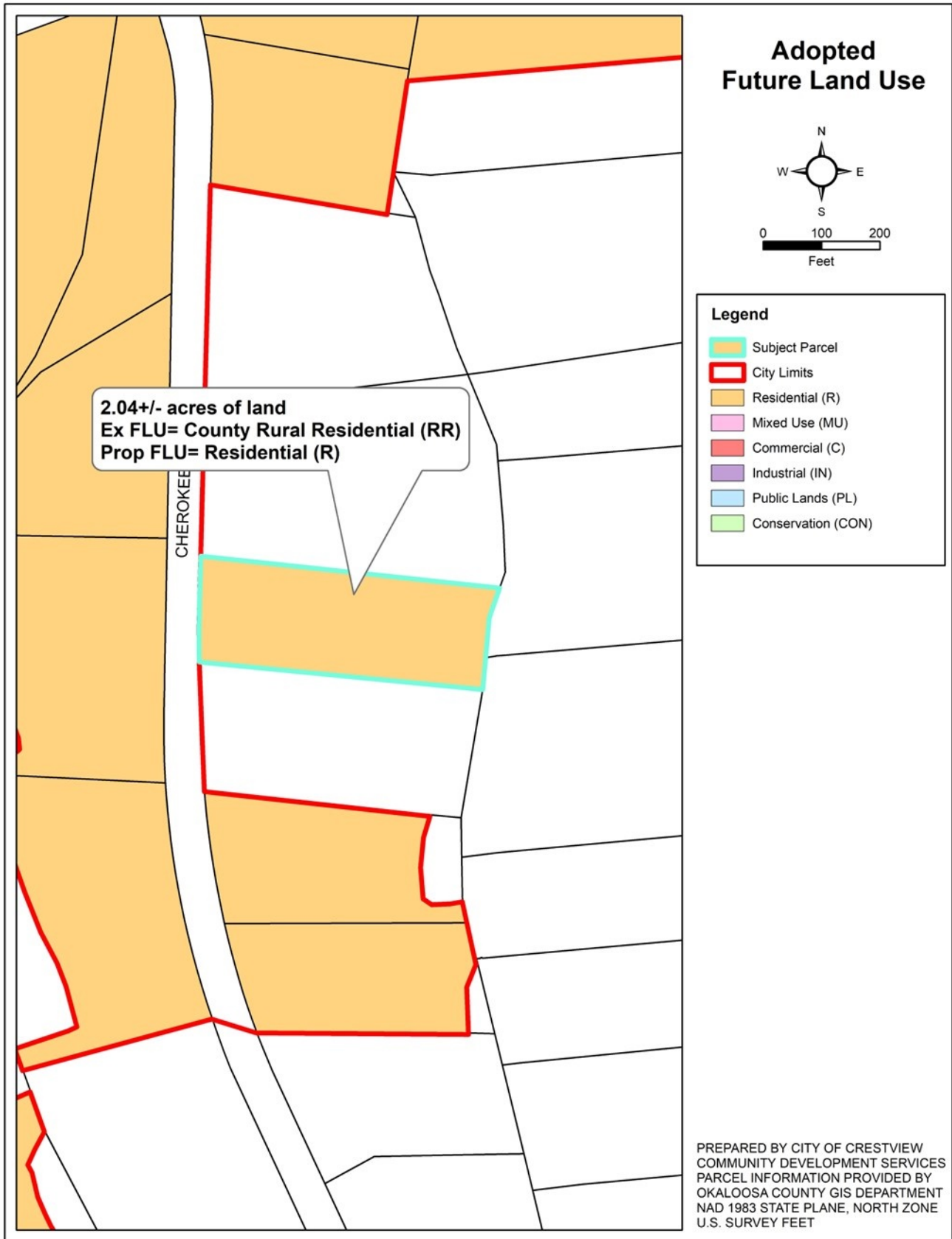
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2021.

J. B. WHITTEN

Mayor

EXHIBIT A





Staff Report

CITY COUNCIL MEETING DATE: March 22, 2021

TYPE OF AGENDA ITEM: 2nd Reading

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Trae Duley, Planning Administrator
DATE: 3/16/2021
SUBJECT: Ordinance 1811 Cherokee Nene Rezoning

BACKGROUND:

On February 8, 2021 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 5687 Cherokee Nene.

The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Rural Residential and Residential Rural, respectively.

The application requests the Single-Family Low-Density (R-1) zoning designation for the property.

The Planning and Development Board recommended approval on March 1, 2021 and the first reading was on March 8, 2021.

DISCUSSION:

The property description is as follows:

Property Owner: Ballinger Michele & Sisneros
Parcel ID: 01-3N-24-0000-0001-045A
Site Size: 2.04 acres
Current FLU: County Rural Residential
Current Zoning: County Residential Rural
Current Land Use: Residential

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

Direction	FLU	Zoning	Existing Use
North	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Vacant
East	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Residential
South	Okaloosa County Rural Residential	Okaloosa County Residential Rural	Residential
West	Residential (R)	Single-Family Low-Density (R-1)	Residential

The subject property is currently developed for residential use and a development application has not been

submitted. Based on the requested land-use and zoning designations, the property use will continue as a residence.

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 February 8, 2021. The property was posted on February 16, 2021. An advertisement ran in the Crestview News Bulletin on February 24, 2021.

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.

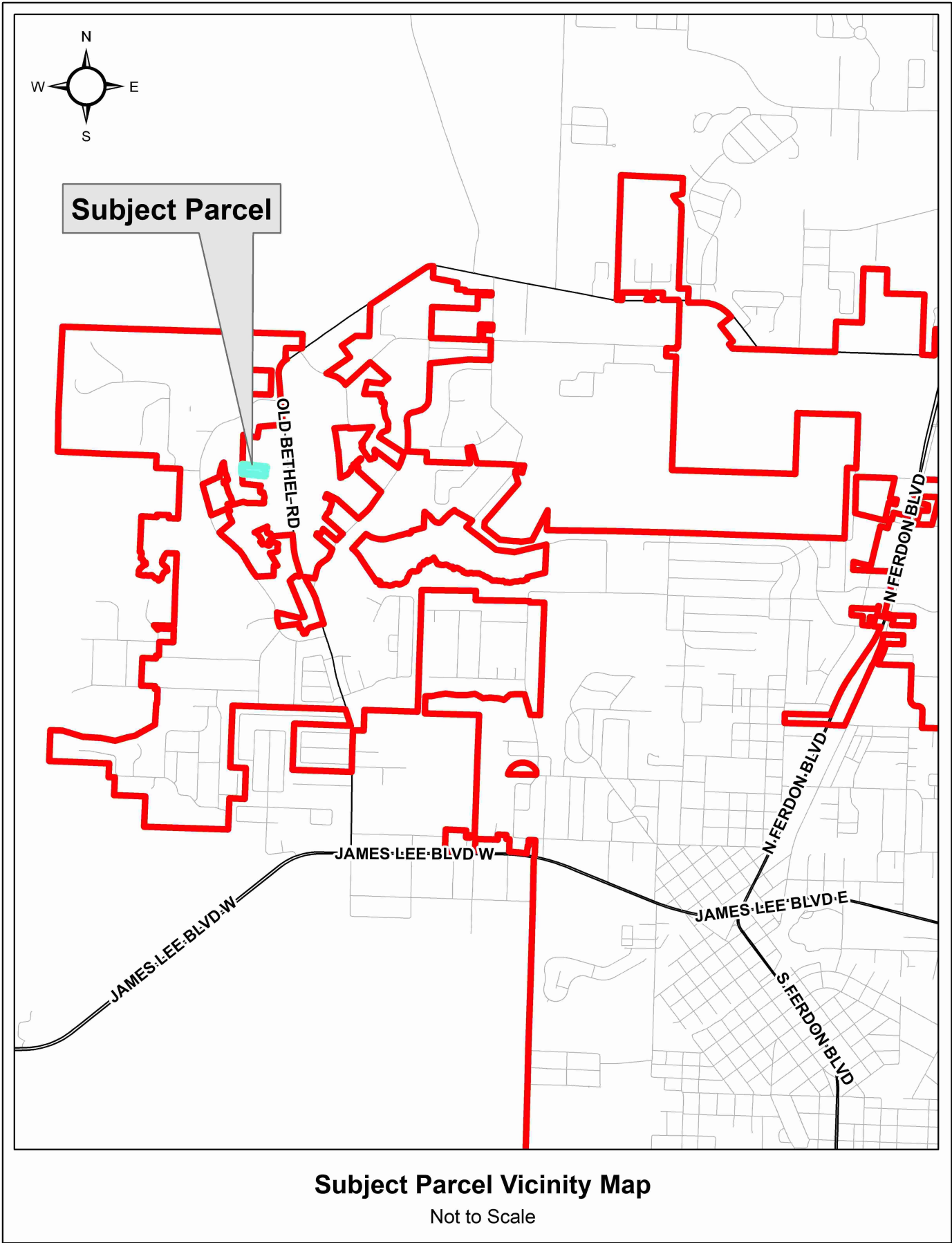
Opportunity – Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

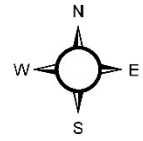
The fees for the rezoning request have been waived for this application as it was received during the moratorium on annexation fees. There is no additional cost of advertising as the rezoning request was included in the advertisement for annexation.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1811 on second reading.



Current Zoning



0 100 200
Feet

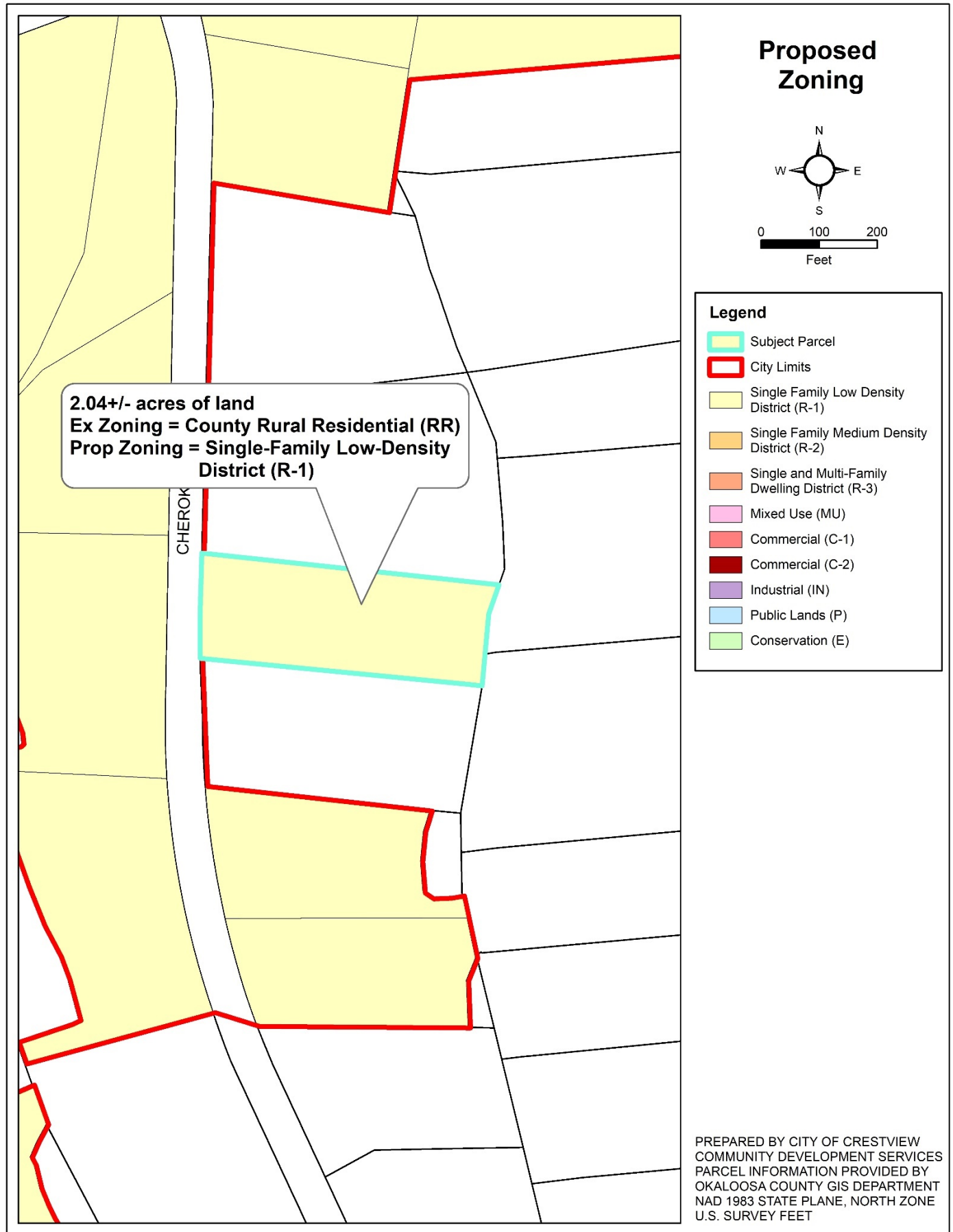
Legend

- Subject Parcel
- City Limits
- 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)

CHEROKEE NENE

County Rural Residential

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



Attachments

None

ORDINANCE: 1811

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 2.04 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 1, TOWNSHIP 3 NORTH, RANGE 24 WEST, FROM THE OKALOOSA COUNTY RESIDENTIAL RURAL ZONING DISTRICT TO THE SINGLE-FAMILY LOW-DENSITY (R-1) ZONING DISTRICT; PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

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 2.04 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 2.04 acres, more or less, being formerly zoned Okaloosa County Residential Rural with the Residential (R) Future Land Use Map designation recently ratified by the City Council through adoption of Ordinance 1810, is hereby rezoned to Single-Family Low-Density District (R-1) to wit:

PIN # 01-3N-24-0000-0001-045A

Commence at the NW corner of Section 1, Township 3 North, Range 24 West, thence N 89 degrees 56 minutes 23 seconds E 2122.96 feet; thence South 1456.62 feet; thence N 87 degrees 17 minutes 57 seconds W 564.16 feet; thence S 37 degrees 12 minutes 03 seconds W 312.47 feet to curve right with a 500 foot radius, thence along curve a distance of 238.20 feet to Cherokee NeNe; thence S 37 degrees 47 minutes 57 seconds E 139.73 feet; thence S 00 degrees 17 minutes 57 seconds E 884.73 feet for Point of Beginning; thence continue S 00 degrees 17 minutes 57 seconds E 180 feet; thence S 85 degrees 17 minutes 57 seconds E 487.92 feet more or less to waters edge of lake; thence Northeasterly along waters edge 200 feet more or less; thence N 85 degrees 47 minutes 57 seconds W 529.1 feet to Point of Beginning. Less 33.0 feet along Cherokee NeNe for R/W. Also known as Lot 37A, Tract 25, Kennedy Lakes.

Together with that part as described in Order recorded in Official Records Book 2855, Page 4915, of the Public Records of Okaloosa County, Florida.

Less and except that part conveyed to the City of Crestview, Florida, by Quit Claim Deed recorded in Official Records Book 2241, Page 4016, of the Public Records of Okaloosa County, Florida.

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 # 1810 and becomes legally effective.

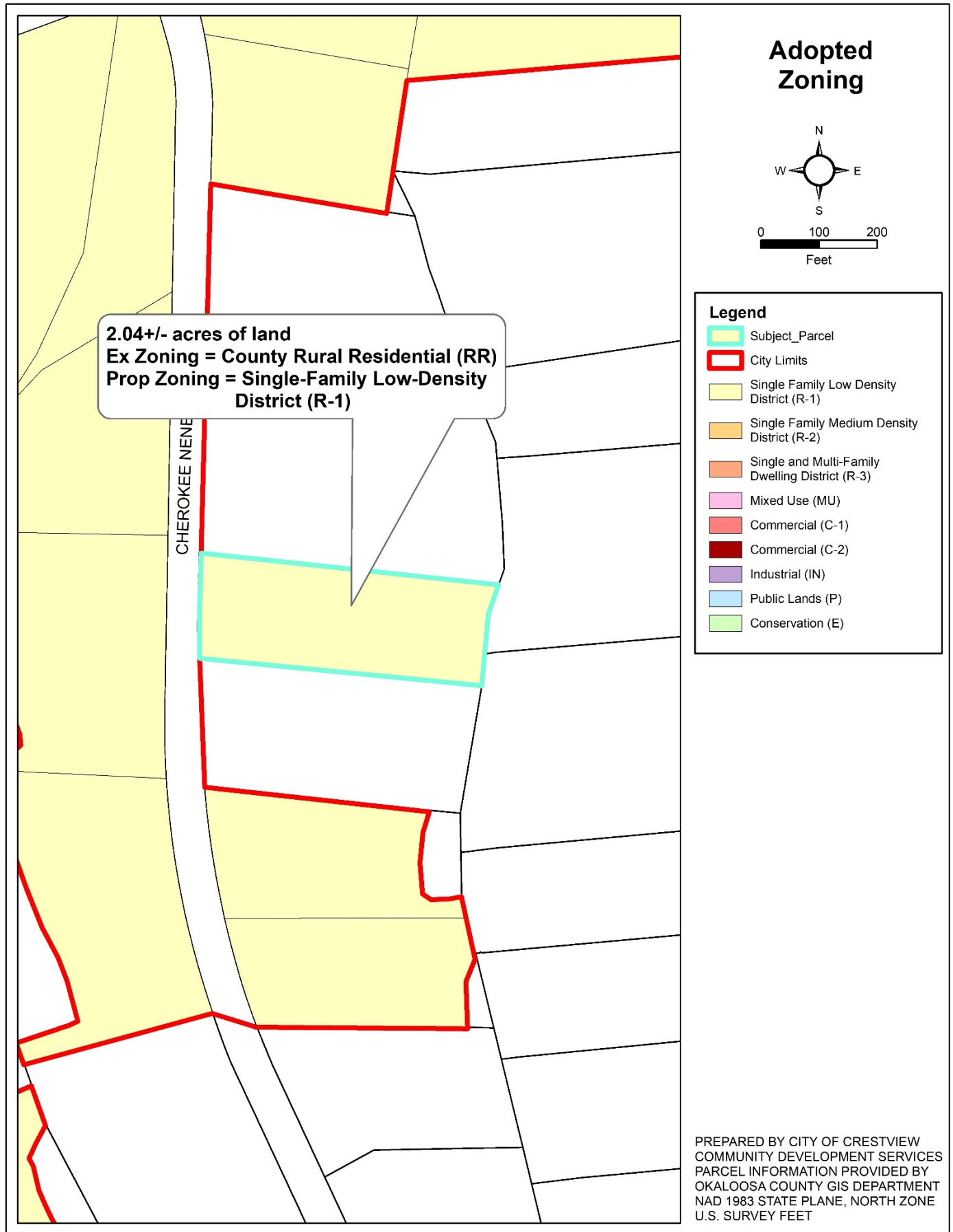
**PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,
FLORIDA ON THE _____ DAY OF _____, 2021.**

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2021.

J. B. WHITTEN
Mayor





Staff Report

CITY COUNCIL MEETING DATE: March 22, 2021

TYPE OF AGENDA ITEM: 2nd Reading

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Trae Duley, Planning Administrator
DATE: 3/16/2021
SUBJECT: Ordinance 1812 Green Street Alley Vacation

BACKGROUND:

On January 27, 2021, staff received an application to request the vacation of an unopened and unused alley north of parcel ID #17-3N-23-2490-0111-0010 and south of parcel ID #08-3N-23-0000-0078-0000.

DISCUSSION:

An alley was platted along the north side of Lots 1 and 9 Block 111 on the Town of Crestview plat as recorded in Plat Book 1, Page 72. This is between what is now Industrial Drive and Green Street. The width is approximately 14 feet and runs approximately 252 feet in length.

This platted alley has never been known to have been opened and in use for any purpose.

Property owners along both sides of the alley have agreed to the vacation of this alley. If approved, the width of the alley would be split along the middle and granted to each adjacent property owner as per Florida State Statutes.

The City has no known utilities of any kind within this easement and have no foreseeable need for this alley and are therefore in support of the vacating of this alley.

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.

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 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

Mobility – Provide safe, efficient and accessible means for mobility

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

Community Culture – Develop a specific identity for Crestview.

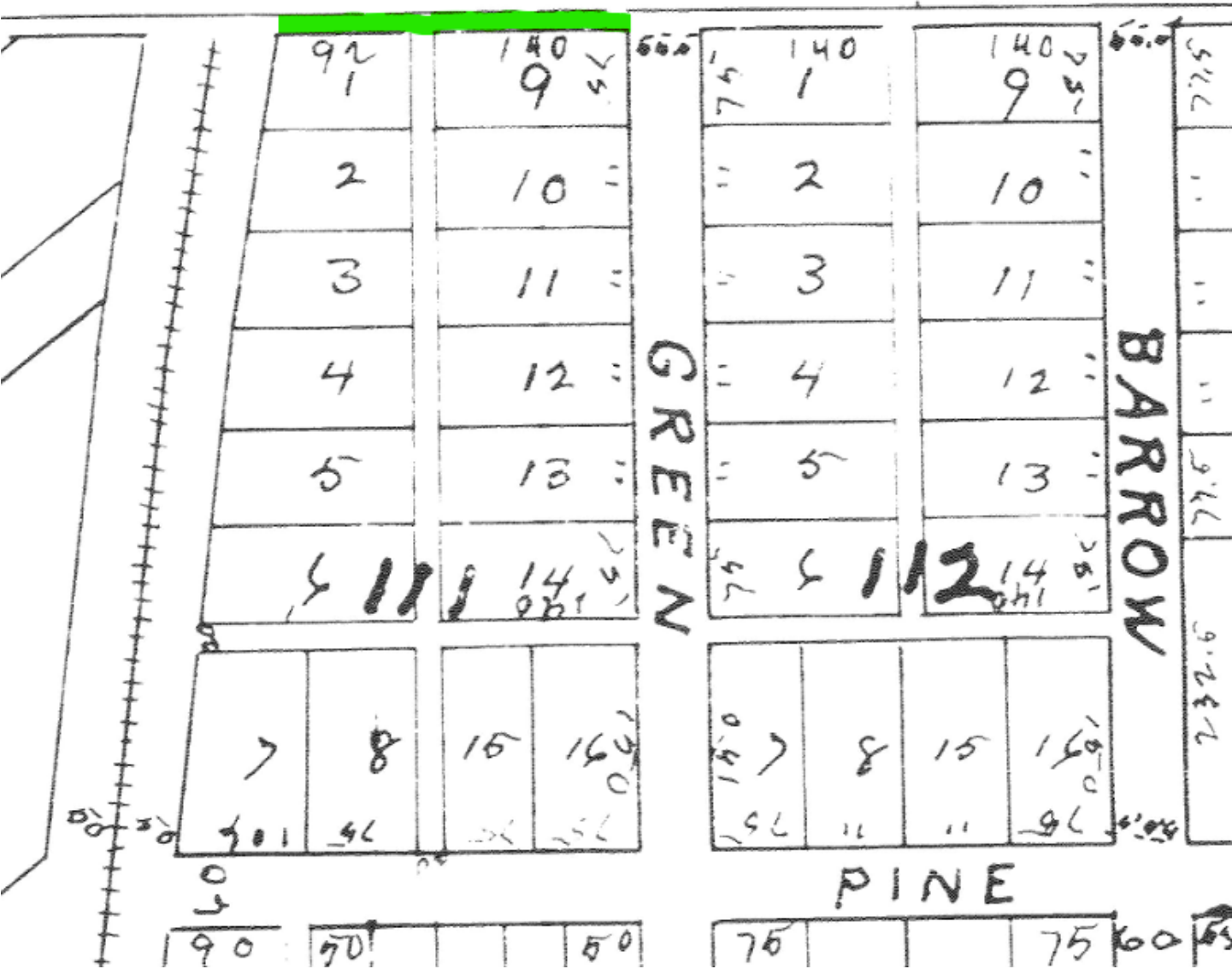
FINANCIAL IMPACT

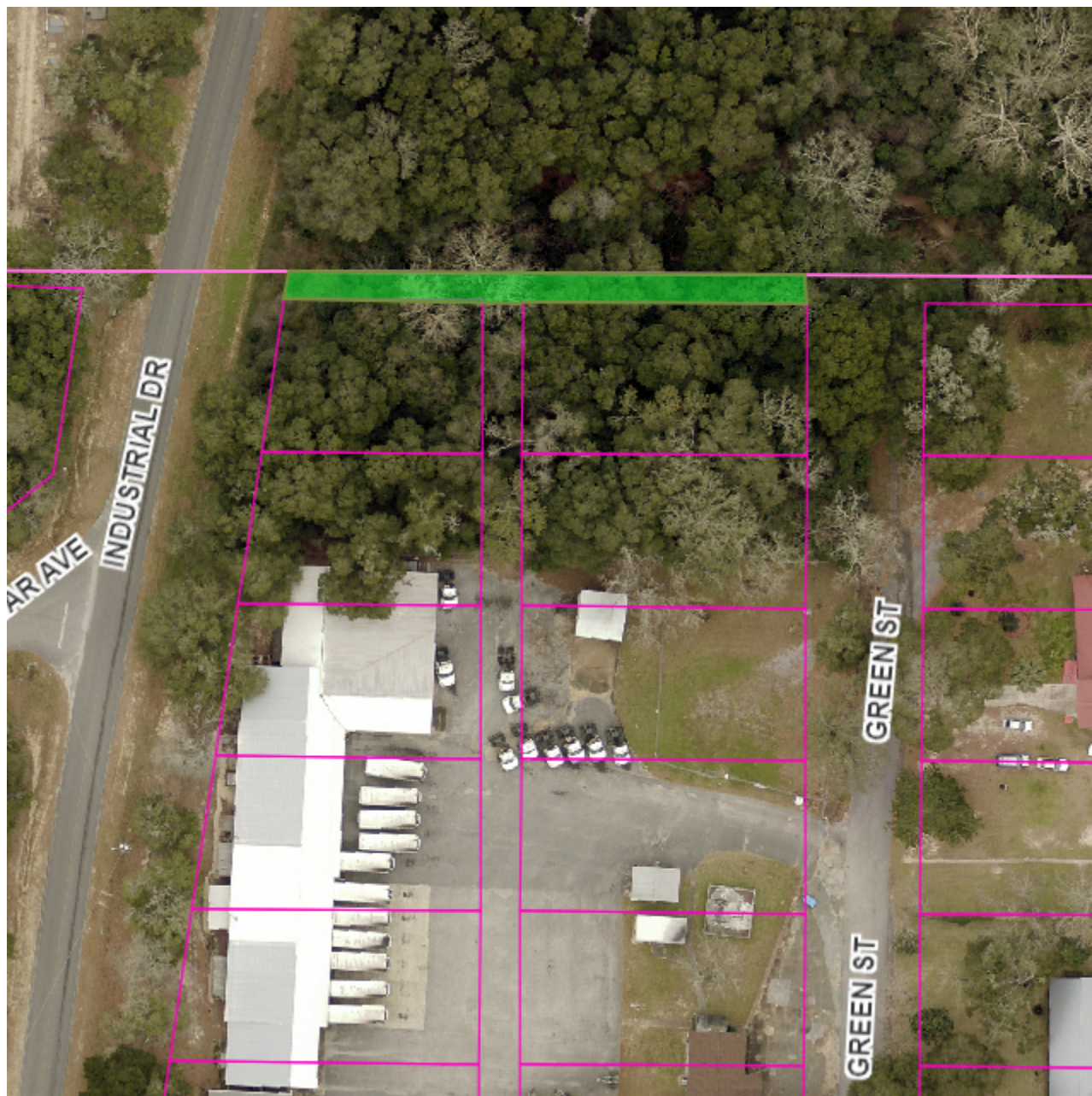
This will have no impact on the city budget.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1812 on second reading.

Original Plat





Attachments

None

ORDINANCE: 1812

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, VACATING AND ABANDONING THE UNDEVELOPED ALLEYWAY RUNNING ALONG THE NORTH SIDE OF LOTS 1 AND 9 OF BLOCK 111, TOWN OF CRESTVIEW, AS SHOWN ON THE PLAT RECORDED IN PLAT BOOK 1, PAGE 72, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA; PROVIDING FOR UPDATE OF THE CRESTVIEW BASE, ZONING AND LAND USE MAPS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR FILING OF THIS ORDINANCE WITH THE CLERK OF CIRCUIT COURT OF OKALOOSA COUNTY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of property located adjacent to the unopened portions of the platted alleyway lying along the north side of Lots 1 and 9 Block 111, of the Town of Crestview, has petitioned the City to vacate and abandon said right of way, and

WHEREAS, the City has determined that the public has no need for the alleyways being vacated; and

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

SECTION 1 – AUTHORITY. The authority for enactment of this ordinance is Chapter 166.021, Florida Statutes and Section 2, City Charter

SECTION 2 – VACATION OF ALLEYWAYS. The City of Crestview hereby closes, vacates and abandons:

The unopened and undeveloped portions of the platted alleyway located along the north side of Lots 1 and 9 of Block 111, Town of Crestview, as per the plat recorded in Book 1, Page 72, Public Records of Okaloosa County, Florida.

SECTION 3 – FILING. After enactment, the City Clerk is hereby directed to file a copy of this ordinance with the Clerk of Circuit Court of Okaloosa County, Florida.

SECTION 4 – MAP UPDATE. The Community Development Services Department is hereby directed to annotate the base, zoning, and land use maps to reflect these changes of record and to coordinate with other agencies on an as needed basis.

SECTION 5 – REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6 – SEVERABILITY. If any section, subsection, sentence clause, phrase or portion of this ordinance or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate Jurisdiction, the remaining section, subsection, sentences, clauses, or phrases and the application thereof shall not be affected thereby.

SECTION 7 – EFFECTIVE DATE. This ordinance shall become effective upon its adoption.

**PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,
FLORIDA ON THE _____ DAY OF _____, 2021.**

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2021.

J. B. WHITTEN
Mayor