CITY OF CRESTVIEW
OFFICE OF THE CITY CLERK
P.O. DRAWER 1209, CRESTVIEW, FLORIDA 32536
Phone # (850) 682-1560 Fax # (850) 682-8077

September 10, 2018
6:00 P.M.
Council Chambers

REGULAR COUNCIL MEETING

1. Call to Order

2. Invocation, Pledge of Allegiance -- Rev. George Katzman

3. Open Policy Making and Legislative Session

4. Approve Agenda

5. Special Presentations

   Mayor Cadle

6. Approval of Minutes

   Approval of the minutes from the May 29, 2018 Workshop and the June 11, 2018 City Council Meeting.

7. Public Hearings

8. Public Opportunity on Council proposition

9. Consent Agenda

   a. Approval of Invoice from Ben Holley in the amount of 3,552.50
   b. Approval of Invoice from Ard, Shirley and Rudolph in the amount of $122.50.
   c. Approval of Allen, Norton and Blue invoice in the amount of $1,202.35
   d. Approval of Continued Water/Sewer Rate increases, Ordinance 1601.
   e. Approval/Ratification of Union contract.
   f. Approval of request for issuance of Certificate of Compliance for a Class 2 APS, to RM Enterprise Florida LLC, DBA, Smoke N Vape, located at 701 Ferdon Blvd South Unit 101, Crestview.
   g. Approval of request for the issuance of a Certificate of Compliance for a Class SFS License, by K & L Sushi House INC, DBA, Arirang /JJ’s Bar located at 172 Woodruff Avenue East.
10. **Resolutions**
   
b. Resolution 18-25 Out of City Water Services

11. **Committee Reports**
   
a. EDC Update – Nathan Sparks.

12. **Scheduled Presentations from the Public**

13. **Project Reports and Comments from Mayor and Council**
   
a. Discussion of Charter Changes – Councilman Whitten
b. Discussion of City Government Week – Councilman Whitten
c. Discussion of upcoming meetings and travel – Councilman Hayes

14. **Staff Reports and Recommendation**
   
a. Ord 1666 Vacation of right of way of a portion of Mapoles Street – Growth Mgmt.
b. Presentation of Title VI Non-Discrimination Policy and Plan – Growth Mgmt.
c. Preliminary schedule of Outstanding Tasks – Growth Mgmt.

15. **Comments from the Audience**

16. **Adjournment**

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**Note:** Citizen Business is business that was 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. Supporting documents must be submitted at this time to be on the regular agenda. All New Business is for staff and elected officials only, and must be submitted for approval no later than the Wednesday 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.
REGULAR COUNCIL MEETING

1. Call to Order

2. Invocation, Pledge of Allegiance

3. Open Policy Making and Legislative Session

4. Approve Agenda

5. Special Presentations

   Mayor Cadle

       Service Award, Al Humphrey
       Special Presentations

6. Approval of Minutes

   Approval of the minutes from the May 29, 2018 Workshop and the June 11, 2018 City Council Meeting.
The Workshop Meeting of the Crestview City Council was called to order at 6:00 P.M. or the conclusion of the Special Meeting. The Members present were: President J.B. Whitten, Vice President Bill Cox, Joe Blocker, Shannon Hayes and Doug Faircloth. Also present were the honorable Mayor David Cadle, City Clerk Elizabeth Roy, City Attorney Ben Holley, department heads and members of the press.

**WORKSHOP**

1. **Called to Order**

   This workshop was called to order by Mr. Whitten.

2. **Pledge of Allegiance**

   The pledge was led by the honorable Mayor Cadle.

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

   The Workshop was open by Mr. Whitten.

4. **Approval of Agenda**

   Mr. Whitten asked if there were any changes to the Agenda.

   There were none and Council gave consensus to present Workshop Agenda.

5. **Public Opportunity on Council proposition**

6. **Workshop Items**

   a. **Discussion of travel and per diem policy**

   Ms. Roy, City Clerk reviewed the current Per Diem and Travel and noted that it is comparable to other local Cities. She then requested that Council determine what changes they would make concerning:
      - What changes do you want to the meal per diem?
• What changes do you want to the guidelines for overnight stays (distance and price)?
• What changes do you want to the mileage reimbursement, and what is the factor to be used, shortest distance, or requested distance?

Discussion ensued.

b. Discussion of Traffic Impact Fees and Alternatives
Mr. Steele, Public Services Director, stated that he was looking for a consensus from Council to repeal the current Traffic Impact Fee ordinance, Ordinance 1419 and allow staff to move forward with the adoption of the Mobility Fee type of program. This program would be in line with the County and other municipalities in the State. As we are putting this fee in place he asked to keep the current process in place as it is beneficial to both parties. Mr. Steele spoke in depth concerning the Mobility Fee.

Discussion ensued.

Council did agree that this move would be beneficial to the City.

Mr. Steele asked for a consensus.

Council gave a consensus for Staff to repeal and replace Ordinance 1419.

7. Other items for Discussion
Mayor Cadle spoke about his meeting with the Owner/Operators of the new Chick-Fil-A and the meeting with a gentleman who have plans to open a business on Main Street.

Mr. Faircloth stated that he’s still receiving complaints concerning the homeless and Crestview. He suggested having and ordinance to help with the situation and the public transportation to coordinate a schedule for them to pick up those who get released.

Mr. Whitten informed Mr. Faircloth that some of his concerns were addressed in the ISP report and once it is released the suggestions in dealing with the homeless are included in that report.

Mr. Hayes will be giving officials dates out soon for his Town Hall meeting concerning the upcoming referendum.

Mr. Whitten informed Council that the Triumph application has been submitted.

8. Comments from the Audience
A concerned citizen spoke about an incident that took place over the weekend.

Mr. Whitten suggested to the citizen to speak with the acting Police Chief Cmdr. Grant.
9. **Adjournment**

This meeting was adjourned by Mr. Whitten at 7:01 p.m.

______________________________  __________________________
Elizabeth M. Roy                  J B Whitten
City Clerk                        Council President

Minutes approve this ___ day of_____, 2018.
The Regular Meeting of the Crestview City Council was called to order at 6:00 P.M. Members present were: President J.B. Whitten, Vice President Bill Cox, Shannon Hayes, Joe Blocker, and Doug Faircloth. Also present were the honorable Mayor David Cadle, City Clerk Elizabeth Roy, City Attorney Ben Holley, department heads, and members of the press.

REGULAR AGENDA

1. **Called to Order**

   This meeting was called to order by Mr. Whitten at 6:00 p.m.

2. **Invocation: Rev. Gene Strickland, of the Okaloosa Baptist Association**

   Pledge of Allegiance

The invocation and pledge were led by Rev. Gene Strickland.

3. **Open Policy making and legislative session**

4. **Approval of Agenda**

   Mr. Whitten asked if there were any changes or additions to the current Agenda.

   There were none and Council approved with unanimous consent.

5. **Special Presentations**

6. **Approval of Minutes**

   Approval of the minutes from the April 9, 2018 City Council Meeting, April 30, 2018 Special Meeting and the May 14, 2018 City Council Meeting.

   Mr. Whitten asked if there were any objections to the minutes.

   There were no objections and the Council approved with unanimous consent.
7. **Public Hearings:**

8. **Public Opportunity on Council Propositions**

9. **Consent Agenda**

   a. Approval of invoice from Ben Holley for $3762.50
   b. Approval of Ard, Shirley and Rudolph invoice in the amount of $1,881.65.
   c. Approval of invoice from Allen, Norton and Blue in the amount of $76.50.
   d. Approval of Bid and Contract with $10,000.00 for the July 4, 2018 Fireworks- Public Services
   e. Approval of Amendment 4, Agreement with CH2M Hill for WWTP- Public Services
   f. Approval of the Declaration of Assurances as approved by the CRA Board- CRA Director.
   g. Approval of the Consolidation of the Police and Fire dispatch centers.
   h. Approval of schedule change for Permitting and Inspection- Growth Management
   i. Approval of request for Alcoholic Beverage Certificate of Compliance for Crestview Five Investment LLC, DBA Sunshine Foodmart #423.

Mr. Whitten stated that he would like Consent Agenda Item “g” pulled for discussion.

A motion made by Mr. Cox to approve the Consent Agenda Items “a”, “b”, “c”, “d”, “e”, “f”, “h”, and “i”. Seconded by Mr. Blocker with 5 yeas from Mr. Cox, Mr. Blocker, Mr. Whitten, Mr. Hayes, Mr. Faircloth with 0 nays, motion carried.

There was a brief discussion concerning Item “g”.

A motion made by Mr. Hayes to approve Consent Agenda Item “g”. Seconded by Mr. Blocker with 4 yeas from Mr. Hayes, Mr. Blocker, Mr. Whitten, Mr. Cox with 1 nay from Mr. Faircloth, motion carried.

10. **Resolutions**

   a. **Resolution 18-15 Changes to the Personnel Manual regarding Travel and Per Diem**

   President Whitten asked the City Clerk to read Resolution 18-15.

   The City Clerk stated, “Mr. President, Resolution 18-15 reads by title,
RESOLUTION 18-15
A RESOLUTION OF THE CITY COUNCIL OF CRESTVIEW, FLORIDA, AMENDING SUBSECTION B OF SECTION 14.09 OF CHAPTER 14 OF THE CITY OF CRESTVIEW PERSONNEL MANUAL, ALLOWING FOR OVERNIGHT ACCOMMODATIONS, ALLOWING FOR REIMBURSEMENT OF REASONABLE COSTS, ESTABLISHING RULES FOR TRAVEL ARRANGEMENTS; AND AMENDING SUBSECTION C OF SECTION 14.09; AUTHORIZED MEAL AMOUNTS; PROVIDING FOR DISTRIBUTION OF THE CHANGES TO THE PERSONNEL MANUAL TO ALL DEPARTMENTS AND AGENCIES OF RECORD AND PROVIDING AN EFFECTIVE DATE.
This is Resolution 18-15.”

Ms. Roy stated that this resolution was discussed in a Workshop at the end of May with the changes that were approved by Council.

President Whitten asked for action by Council.

A motion made by Mr. Hayes to approve Resolution 18-15. Seconded by Mr. Cox with 5 yeas from Mr. Hayes, Mr. Cox, Mr. Whitten, Mr. Faircloth, Mr. Blocker, with 0 nays, motion carried.

b. Resolution 18-16 Out of City Utility Service- 708 Brock Avenue
President Whitten asked the City Clerk to read Resolution 18-16.

City Clerk stated, “Mr. President, Resolution 18-16 reads by title,

RESOLUTION 18-16
A RESOLUTION BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ACCEPTING A PETITION FOR OUT-OF-CITY WATER SERVICE; ESTABLISHING WATER SERVICE FOR PROPERTY LOCATED AT 708 BROCK AVENUE AKA 21-3N-23-1670-0013-0300; OKALOOSA COUNTY, FLORIDA; ALLOWING FOR WRITTEN OBJECTIONS BY CITIZENS; AND, IF NECESSARY A PUBLIC HEARING WITHIN 30 DAYS FROM ENACTMENT OF THIS RESOLUTION; PROVIDING FOR A MUNICIPAL SERVICES AGREEMENT BETWEEN THE PETITIONER AND CITY; AND PROVIDING FOR AN EFFECTIVE DATE.
This is Resolution 18-16.”

President Whitten asked for Staff reports.

Ms. Gaillard, Growth Management Director stated a petition was submitted by Brennon Wax, property owner, of the parcel described in the Warranty Deed recorded in OR Book 3327 page 1571, of the Public Records of Okaloosa County, Florida, and being identified by Parcel Tax I. D. 21-3N-23-1670-0013-0300, located at 708 Brock Avenue, Okaloosa County, Florida, for water service on November 21, 2017.
President Whitten asked for action by Council.

A motion made by Mr. Blocker to approve Resolution 18-16. Seconded by Mr. Hayes with 5 yeas from Mr. Blocker, Mr. Hayes, Mr. Whitten, Mr. Cox, Mr. Faircloth with 0 nays, motion carried.

c. Resolution 18-17 Out of City Utility Service- 5163 Lake Drive

President Whitten asked the City Clerk to read Resolution 18-17.

City Clerk stated, “Mr. President, Resolution 18-17 reads,

RESOLUTION 18-17
A RESOLUTION BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ACCEPTING A PETITION FOR OUT-OF-CITY WATER SERVICE; ESTABLISHING WATER SERVICE FOR PROPERTY LOCATED AT 5163 LAKE DRIVE AKA 21-3N-23-1670-0022-0180; OKALOOSA COUNTY, FLORIDA; ALLOWING FOR WRITTEN OBJECTIONS BY CITIZENS; AND, IF NECESSARY A PUBLIC HEARING WITHIN 30 DAYS FROM ENACTMENT OF THIS RESOLUTION; PROVIDING FOR A MUNICIPAL SERVICES AGREEMENT BETWEEN THE PETITIONER AND CITY; AND PROVIDING FOR AN EFFECTIVE DATE.

This is Resolution 18-17.

President Whitten asked for Staff reports.

Ms. Gaillard, Growth Management Director stated, this petition was submitted by William S. Johnson and wife Janet F. Johnson, and Daniel Coon and wife Jill Coon, property owners, of the parcel described in the Warranty Deed recorded in OR Book 3269 page 341, of the Public Records of Okaloosa County, Florida, and being identified by Parcel Tax I. D. 21-3N-23-1670-0022-0180, located at 5163 Lake Drive, Okaloosa County, Florida, for water service on May 30, 2018. They have paid all fees associated with this process.

President Whitten asked for action by Council.

A motion made by Mr. Blocker to approve Resolution 18-17. Seconded by Mr. Hayes with 5 yeas from Mr. Blocker, Mr. Hayes, Mr. Whitten, Mr. Cox, Mr. Faircloth with 0 nays, motion carried.

d. Resolution 18-18 Out of City Utility Service- 3152 East Chestnut Avenue

President Whitten asked the City Clerk to read Resolution 18-18.

City Clerk stated, “Mr. President, Resolution 18-18 reads,

RESOLUTION 18-18
A RESOLUTION BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ACCEPTING A PETITION FOR OUT-OF-CITY WATER SERVICE; ESTABLISHING WATER SERVICE FOR PROPERTY LOCATED AT 3152 CHESTNUT AVENUE EAST AKA 22-
President Whitten asked for Staff reports.

Ms. Gaillard, Growth Management Director stated that this petition was submitted by Charity J. Cox, property owner, of the parcel described in the Warranty Deed recorded in OR Book 3348 page 4544, of the Public Records of Okaloosa County, Florida, and being identified by Parcel Tax I. D. 22-3N-23-0760-0023-0000, located at 3152 Chestnut Avenue East, Okaloosa County, Florida, for water service on May 1, 2018.

President Whitten asked for action by Council.

A motion made by Mr. Cox to approve Resolution 18-18. Seconded by Mr. Hayes with 5 yeas from Mr. Cox, Mr. Hayes, Mr. Whitten, Mr. Faircloth, Mr. Blocker, 0 nays, motion carried.

11. Committee Reports

12. Scheduled Presentations from the Public

a. Presentation of Superion TRAKIT- Growth Management Department
Mr. Bilby, Building Official presented to Council a software to streamline the process of approving permits, building plans and other documents that pertains to the process of approval. This software can reduce the time in the approval process.

Mr. Pernell, Account Executive for Superion, spoke to Council in detail about the benefits of installing the Trakit software.

Discussion ensued.

Mr. Whitten thanked Mr. Pernell for his time and presentation.

13. Project Reports and Comments from Mayor and Council

Mayor Cadle stated that he, Ms. Roy and Mr. Whitten attended a meeting in Fort Walton Beach that was in support of approach of the using Triumph funds for traffic issues in the north end of the County.

Mr. Faircloth inquired about the abandonment of Mapoles with the Growth Management Director.
Ms. Gaillard stated that it is in a processing stage and will be discussed at the next LPA meeting.

Mr. Faircloth inquired about a Panda Express coming to Crestview.

Ms. Gaillard stated that it was still in the processing stage.

Mr. Hayes spoke about the meetings that he has attended.

Mr. Cox stated that he there is three openings for the Okaloosa TPO Citizen Advisory Committee (CAC) that need to be filled by local citizens.

14. **Staff Reports and Recommendations**

   a. **Request to use a portion of the June 25, 2018 Workshop for Budget discussion.**
   Ms. Roy, City Clerk requested to use a portion of the upcoming Workshop to introduce the preliminary budget and to have small budget workshops before the regular workshop.

   Council gave a consensus to the Clerks request.

   b. **Request for dates for Budget Workshop**

   c. **Ord. 1662- Traffic Impact Fee and Waiver Repeal**
   President Whitten asked the City Clerk to read Ordinance 1662.

   The City Clerk stated, “Mr. President this is the reading of Ordinance 1662,

   **ORDINANCE NO. 1662**

   AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR AMENDING THE CITY OF CRESTVIEW CODE OF ORDINANCES, PART II, SUBPART A, CHAPTER 86 - TRAFFIC AND VEHICLES, BY REPEALING ARTICLE V – TRAFFIC IMPACT FEE AND ARTICLE VI – TRAFFIC IMPACT FEE WAIVER; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.
   This is the First Reading of Ordinance 1662.”

   President Whitten asked for Staff Reports.

   Ms. Gaillard, Growth Management Director stated that this has to do with the mobility fee and the end of the Traffic Impact Fee waiver.

   President Whitten asked for action by Council and asked that the motion include the Special Meeting.
A motion made by Mr. Blocker to adopt Ordinance 1662 on First Reading and send to Second Reading, including the Special Meeting for the Second Reading. Seconded by Mr. Hayes with 5 yeas from Mr. Blocker, Mr. Hayes, Mr. Whitten, Mr. Cox, Mr. Faircloth with 0 nays, motion carried.

1. Request for Special Meeting June 25, 2018, for Second Reading.

   d. Charter documentation and hand-outs
Ms. Gaillard presented to Council different forms of handouts that can be made available to the public to inform them about the Charter.

   Discussion ensued.

   A motion made by Mr. Blocker to send out the Charter color trifold in July and in August the ballot. Seconded by Mr. Faircloth with 5 yeas from Mr. Blocker, Mr. Faircloth, Mr. Whitten, Mr. Cox, Mr. Hayes with 0 nays, motion carried.

15. Comments from the Audience

Aquanetta Patterson, 426 Benjamin Street, Crestview Fl, gave her opinion concerning the blocking of streets during the May Day celebration.

Mayor Cadle stated that this is something that he will look into.

Ken Nelson, 3160 Aplin Road, gave his thoughts on the Charter information that will be sent out.

16. Adjournment

This meeting was adjourned by Mr. Whitten at 7:31 p.m.

_____________________________  __________________________
Elizabeth M. Roy     J B Whitten
City Clerk            Council President

Minutes approve this____ day of ______, 20__.  

Minutes 06/11/2018
7. **Public Hearings**
8. **Public Opportunity on Council proposition**

9. **Consent Agenda**

   a. Approval of Invoice from Ben Holley in the amount of 3,552.50
   b. Approval of Invoice from Ard, Shirley and Rudolph in the amount of $ 122.50
   c. Approval of Allen, Norton and Blue invoice in the amount of $1,202.35
   d. Approval of Continued Water/Sewer Rate increases, Ordinance 1601.
   e. Approval/Ratification of Union contract.

   Due to the Size of the Union contract copies will be emailed and placed in council Boxes.

f. Approval of request for issuance of Certificate of Compliance for a Class 2 APS, to RM Enterprise Florida LLC, DBA, Smoke N Vape, located at 701 Ferdon Blvd South Unit 101, Crestview.

   g. Approval of request for the issuance of a Certificate of Compliance for a Class SFS License, by K & L Sushi House INC, DBA, Arirang /JJ’s Bar located at 172 Woodruff Avenue East..
August 29, 2018

CITY OF CRESTVIEW
P. O. Box 1209
Crestview, Florida 32536

STATEMENT FOR SERVICES

FOR PROFESSIONAL SERVICES RENDERED FROM AUGUST 1, 2018, THROUGH AUGUST 31, 2018:

1. Monthly retainer .................................................. $3,500.00

2. Review Inter-Local Agreement between the City of Crestview and the City of Fort Walton Beach - .3 hr .............................................. 52.50

TOTAL ATTORNEY FEE ............................................... $3,552.50

THANK YOU.
BLH/mds
**Bill To**

Ms. Elizabeth Roy  
City Clerk  
City of Crestview  
P.O. Drawer 1209  
Crestview, FL 32536

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<th>Date</th>
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<td>8/30/2018</td>
<td>MSS6</td>
<td>Check and confirm election results; correspondence with ER</td>
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<td>8/31/2018</td>
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<td>0.4</td>
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Total Fees 122.50

Please remit to the address above Federal ID#26-0248647

Phone #  
850-577-6500

For your convenience, we now accept credit card payments via LawPay. LawPay accepts Visa, Mastercard, Discover & American Express. You may access this service at our website; www.asrlegal.com.

**Total**  
$122.50

**Payments/Credits**  
$0.00

**Balance Due**  
$122.50
City of Crestview
Attn: Elizabeth Roy, City Clerk
P.O. Box 1209
Crestview, FL 32536

General Matters

Balance forward as of bill dated 06/28/2018 $255.35
Payments received since last bill 07/16/2018 $255.35 CR

Net balance forward $0.00

FOR PROFESSIONAL SERVICES RENDERED

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TOTAL HOURS: 4.70  TOTAL FEES: $1,198.50

Shareholder, Rob Larkin 4.70  255.00  $1,198.50

EXPENSES

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<tr>
<td>07/31/18</td>
<td>Photocopies</td>
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Total expenses for this matter $3.85

MATTER BILLING SUMMARY
TOTAL FEES $1,198.50
TOTAL EXPENSES $3.85

TOTAL CHARGES FOR THIS BILL $1,202.35
PLUS BALANCE FORWARD $0.00

TOTAL BALANCE NOW DUE $1,202.35

PREPAID BALANCE $0.00

AGED ACCOUNTS RECEIVABLE

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</tbody>
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TO: Council Members/Mayor
CC: City Attorney/Department Heads
FROM: Elizabeth Roy
DATE: September 10, 2018
SUBJECT: Water Rate increases

BACKGROUND: Ordinance 1601 was adopted in May of 2016 allowing for 4 years of water/sewer rate increases.

DISCUSSION: A section of the ordinance included that each year the council must approve the increase for the upcoming year.

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<th>2017 Actual</th>
<th>2018 Budget</th>
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<td>Water Revenue</td>
<td>$2,563,645</td>
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<td>Sewer Revenue</td>
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<td>$6,180,072</td>
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Estimated 2% is based on actual YTD revenues, not budgeted.

GOALS AND OBJECTIVES: To bring water/sewer revenues up to the level that is needed to maintain infrastructure and comply with the City’s Comprehensive plan.

EFFECT ON BUDGET: The projected increase is included in the budget numbers presented to the council on 9/6/2018

Attachment: Current Ordinance 1601
AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR AMENDMENT TO CITY CODE CHAPTER 90 – UTILITIES; PROVIDING FOR AMENDING SECTION 90-138 - SCHEDULE OF WATER AND SEWER RATES AND CHARGES PER CONSUMER PER MONTH; ESTABLISHING RATE INCREASE FOR RESIDENTIAL WATER AND SEWER CONSUMPTION, ESTABLISHING RATE INCREASE FOR COMMERCIAL WATER AND SEWER CONSUMPTION; ESTABLISHING A RATE STRUCTURE FOR ANNUAL INCREASES TO RESIDENTIAL AND COMMERCIAL WATER AND SEWER RATES BEGINNING OCTOBER 1, 2017 UNTIL SEPTEMBER 30, 2021; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE:

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

SECTION 1. A AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR AMENDMENT TO CITY CODE CHAPTER 90 – UTILITIES; PROVIDING FOR AMENDING SECTION 90-138 - SCHEDULE OF WATER AND SEWER RATES AND CHARGES PER CONSUMER PER MONTH; ESTABLISHING RATE INCREASE FOR RESIDENTIAL WATER AND SEWER CONSUMPTION, ESTABLISHING RATE INCREASE FOR COMMERCIAL WATER AND SEWER CONSUMPTION; ESTABLISHING A RATE STRUCTURE FOR ANNUAL INCREASES TO RESIDENTIAL AND COMMERCIAL WATER AND SEWER RATES BEGINNING OCTOBER 1, 2017 UNTIL SEPTEMBER 30, 2021; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE:

UTHORITY The authority for enactment of this ordinance is Section 166.021 F.S. and Section 2 of the City Charter.

SECTION 2. Section 90-138, Schedule of water and sewer rates and charges per consumer per month shall be amended as follows:

Adoption Reading
Sec. 90-138  Schedule of water and sewer rates and charges per consumer per month

(a) Residential water and sewer rates and charges are as follows: All utility billing charges include applicable state sales tax amounts.

(1) Water.

a. Minimum charge (includes the first 2,000 gallons of water consumed).....$9.00 9.15
b. Next 3,000 gallons of water consumed, rate per 1,000 gallons.....1.85 1.90
c. Next 5,000 gallons of water consumed, rate per 1,000 gallons.....1.90 1.95
d. Next 10,000 gallons of water consumed, rate per 1,000 gallons.....2.10 2.15
e. Over 20,000 gallons of water consumed, rate per 1,000 gallons.....2.40 2.45

(2) Sewer.

a. Minimum charge (includes the first 2,000 gallons of water consumed).....$16.50 16.80
b. Next 14,000 gallons of water consumed, rate per 1,000 gallons.....5.00 5.10
c. Over 16,000 gallons of water consumed rate per 1,000 gallons.....0.00

To calculate charges for customers involving service of two or more consumers through a single connection, the minimum charge and number of gallons stated in subsection (a)(1) shall be multiplied by the number of consumers being served through the single connection to determine the minimum charge per customer. Charges for water consumed in excess of the minimum amount thus determined shall be assessed at the rate provided for in this subsection. Charges for sewer service in excess of the minimum amount thus determined shall be assessed at the rate provided for in this subsection.

Residential Water and Sewer rates will have an additional increase as provided below each year for 4 years beginning on October 1 2017. The City Council shall review the rates adopted in this Ordinance annually, and if the Council determines the rates should be lowered or increased, adopt an Ordinance amending this section of the Code to provide for the changes in the rates.

<table>
<thead>
<tr>
<th>Residential Water rates beginning June 1, 2016</th>
<th>6/1/216</th>
<th>10/1/2017</th>
<th>10/1/2018</th>
<th>10/1/2019</th>
<th>10/1/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Charge (included the first 2,000 gallons of Water Consumed)</td>
<td>$9.15</td>
<td>$9.30</td>
<td>$9.45</td>
<td>$9.60</td>
<td>$9.80</td>
</tr>
<tr>
<td>Next 3,000 Gallons of Water consumed, rate per 1,000 Gallons</td>
<td>$1.90</td>
<td>$1.95</td>
<td>$2.00</td>
<td>$2.05</td>
<td>$2.10</td>
</tr>
<tr>
<td>Next 5,000 Gallons of Water Consumed, rate per 1,000 Gallons</td>
<td>$1.95</td>
<td>$2.00</td>
<td>$2.05</td>
<td>$2.10</td>
<td>$2.15</td>
</tr>
<tr>
<td>Next 10,000 Gallons of Water Consumed, rate per 1,000 Gallons</td>
<td>$2.15</td>
<td>$2.20</td>
<td>$2.25</td>
<td>$2.30</td>
<td>$2.35</td>
</tr>
</tbody>
</table>

Strikeouts are deletions, underlined are additions.
Strikeouts are deletions, underlined are additions.
Adoption Reading

Over 20,000 Gallons of Water Consumed, rate per 1,000 Gallons  $2.45  $2.50  $2.55  $2.60  $2.65

Residential Sewer rates beginning June 1, 2016

Minimum Charge (includes the first 2,000 Gallons of Water consumed  $16.80  $17.15  $17.50  $17.85  $18.20
Next 14,000 Gallons of Water consumed, rate per 1,000 Gallons  $5.10  $5.20  $5.30  $5.40  $5.50
Maximum rate charge  $88.20  $89.95  $91.70  $93.45  $95.20

(b) Commercial water and sewer rates and charges are as follows: All utility billing charges include applicable state sales tax amounts.

(1) Water.
   a. Minimum charge (includes the first 1,000 gallons of water consumed).....$11.00  $11.20
   b. Next 4,000 gallons of water consumed, rate per 1,000 gallons.....1.85  $1.90
   c. Next 5,000 gallons of water consumed, rate per 1,000 gallons.....1.90  $1.95
   d. Next 10,000 gallons of water consumed, rate per 1,000 gallons.....2.10  $2.15
   e. Over 20,000 gallons of water consumed, rate per 1,000 gallons.....2.40  $2.45

(2) Sewer.
   a. Minimum charge (no water consumption is included in minimum charge).....$18.00  $18.35
   b. Rate per 1,000 gallons consumed.....5.00  $5.10

Any water or sewer charges provided herein, that are for usage greater than the minimum, shall be billed in increments of 1,000 gallons or any portion thereof.

Commercial Water and Sewer rates will increase as provided below each year for 4 years beginning on October 1 2017. The City Council shall review the rates adopted in this Ordinance annually, and if the Council determines the rates should be lowered or increased, adopt an Ordinance amending this section of the Code to provide for the changes in the rates.
Commercial Water rates beginning June 1, 2016

<table>
<thead>
<tr>
<th>Minimum Charge (included the first 1,000 gallons of Water Consumed)</th>
<th>6/1/216</th>
<th>10/1/2018</th>
<th>10/1/2019</th>
<th>10/1/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate</td>
<td>Rate</td>
<td>Rate</td>
<td>Rate</td>
<td>Rate</td>
</tr>
<tr>
<td>$11.20</td>
<td>$11.40</td>
<td>$11.65</td>
<td>$11.90</td>
<td>$12.15</td>
</tr>
</tbody>
</table>

Next 4,000 Gallons of Water consumed, rate per 1,000 Gallons

<table>
<thead>
<tr>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
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<tbody>
<tr>
<td>$1.90</td>
<td>$1.95</td>
<td>$2.00</td>
<td>$2.05</td>
<td>$2.10</td>
</tr>
</tbody>
</table>

Next 5,000 Gallons of Water Consumed, rate per 1,000 Gallons

<table>
<thead>
<tr>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
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<tbody>
<tr>
<td>$1.95</td>
<td>$2.00</td>
<td>$2.05</td>
<td>$2.10</td>
<td>$2.15</td>
</tr>
</tbody>
</table>

Next 10,000 Gallons of Water Consumed, rate per 1,000 Gallons

<table>
<thead>
<tr>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
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<tbody>
<tr>
<td>$2.15</td>
<td>$2.20</td>
<td>$2.25</td>
<td>$2.30</td>
<td>$2.35</td>
</tr>
</tbody>
</table>

Over 20,000 Gallons of Water Consumed, rate per 1,000 Gallons

<table>
<thead>
<tr>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
<th>Rate</th>
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<tbody>
<tr>
<td>$2.45</td>
<td>$2.50</td>
<td>$2.55</td>
<td>$2.60</td>
<td>$2.65</td>
</tr>
</tbody>
</table>

Commercial sewer rates beginning June 1, 2016

<table>
<thead>
<tr>
<th>Minimum Charge (no water consumption is included in Minimum Charge)</th>
<th>6/1/216</th>
<th>10/1/2018</th>
<th>10/1/2019</th>
<th>10/1/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate per 1,000 Gallons of Water Consumed (no Maximum)</td>
<td>Rate</td>
<td>Rate</td>
<td>Rate</td>
<td>Rate</td>
</tr>
<tr>
<td>$18.35</td>
<td>$18.70</td>
<td>$19.10</td>
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<tr>
<td>$5.10</td>
<td>$5.20</td>
<td>$5.30</td>
<td>$5.40</td>
<td>$5.50</td>
</tr>
</tbody>
</table>

(c) Cross-connection—Back flow devices, annual charges.
   (1) Half-inch to 1½-inch (repair cost-materials only).....$40.00
   (2) Two-inch to four-inch (repair cost-materials and $10.00 labor fee).....50.00
   (3) Six-inch to eight-inch (repair cost-materials and $20.00 labor fee).....60.00

SECTION 3 INCORPORATION INTO CODE OF ORDINANCES. This ordinance shall be incorporated into the City of Crestview Code of Ordinances and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 4 CONFLICTING PROVISIONS. Special acts of the Florida Legislature applicable to the incorporated area of the City of Crestview, City Ordinances, and City Resolutions, or parts thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

SECTION 5 SEVERABILITY. Each separate provision of this ordinance is deemed independent of all other provisions herein so that if any portion or provision of this ordinance is declared invalid, all other provisions shall remain valid and enforceable.

SECTION 6 EFFECTIVE DATE. This ordinance shall take effect June 1, 2016 after adoption by the City Council of the City of Crestview, Florida, and the approval of the Mayor.

Strikeouts are deletions, underlined are additions.
Adoption Reading
PASSED AND ADOPTED by the City Council of Crestview, Florida on this __________day of
__________________, 20__

CITY OF CRESTVIEW, FLORIDA

ATTEST:
BY: ________________________________ BY: ________________________________
Elizabeth M Roy Joe Blocker
City Clerk Council President

APPROVED by me this ___day of _____________, 20___

BY: ________________________________
DAVID CADLE
Mayor

Strikeouts are deletions, underlined are additions.
Adoption Reading
TO: Mayor; City Council

CC: Department Heads; City Attorney

FROM: City Clerk

DATE: September 10, 2018

SUBJECT: Ratification of Union Contract

BACKGROUND: Union Negotiations are complete for the 2018-2019 year.

DISCUSSION: Very few changes occurred to the Contract. Those items that were changed and have financial impact are a part of the final budget for 2018-2019. Those items included a new cap on incentives and are totally dependent upon Union members completing courses. Other changes to the contract are non-financial in nature. This contract has been voted on and ratified by the Union Members.

EFFECT ON BUDGET: All Changes to the Contract are in the approved budget for 2018-2019.

STAFF RECOMMENDATION: To approve the Contract changes from the Local 2680 Of the IAFF.

RECOMMENDED MOTION: I move to approve the proposed contract changes with the Local 2680 of the International Association of Firefighters.

Union contract available upon request.
TO: Mayor and City Council
CC: City Clerk, Staff and Attorney
FROM: Growth Management Department
DATE: September 10, 2018
SUBJECT: Alcohol Beverage Certificate of Compliance

BACKGROUND: RM Enterprise Florida LLC, DBA, Smoke N Vape, is requesting a Certificate of Compliance for a Class 2 APS, for the property located at 701 Ferdon Blvd South Unit 101, Crestview, FL 32536.

DISCUSSION: RM Enterprise Florida LLC, DBA, Smoke N Vape, has submitted their State Application for the Growth Management Department's review, regarding zoning compliance in accordance with the regulations of the Division of Alcoholic Beverages & Tobacco and has paid the application fee.

EFFECT ON BUDGET: No effect on the budget.

LEVEL OF SERVICE: No effect on the level of service.

CONCLUSION: All City of Crestview zoning requirements have been met.

RECOMMENDED ACTION: Approve the Certificate of Compliance for a Class 2APS, Alcohol Beverage Sales, for RM Enterprise Florida LLC, DBA, Smoke N Vape.

RECOMMENDED MOTION: I move to approve the request for a Class 2APS Alcohol Beverage Certificate of Compliance for RM Enterprise Florida LLC, DBA, Smoke N Vape.
TO: Mayor and City Council

CC: City Clerk, Staff and Attorney

FROM: Growth Management Department

DATE: September 10, 2018

SUBJECT: Alcohol Beverage Certificate of Compliance

BACKGROUND: K & L Sushi House INC, DBA, Arirang /JJ’s Bar, is requesting a Certificate of Compliance for a Class SFS License, for the property located at 172 Woodruff Avenue East, Crestview, FL. 32536.

DISCUSSION: K & L Sushi House INC, DBA, Arirang /JJ’s Bar, has submitted their State Application for the Growth Management Department's review, regarding zoning compliance in accordance with the regulations of the Division of Alcoholic Beverages & Tobacco and has paid the application fee.

EFFECT ON BUDGET: No effect on the budget.

LEVEL OF SERVICE: No effect on the level of service.

CONCLUSION: All City of Crestview zoning requirements have been met.

RECOMMENDED ACTION: Approve the Certificate of Compliance for a Class SFS, Alcohol Beverage Sales for K & L Sushi House INC, DBA, Arirang /JJ’s Bar.

RECOMMENDED MOTION: I move to approve the request for a Class SFS Alcohol Beverage Certificate of Compliance for K & L Sushi House INC, DBA, Arirang /JJ’s Bar.
10. **Resolutions**

RESOLUTION 18-30

A RESOLUTION OF THE CITY COUNCIL OF CRESTVIEW, FLORIDA, AMENDING THE BUDGET TO MORE ACCURATELY REFLECT ESTIMATED REVENUES AND APPROPRIATIONS, THE AMENDMENTS ARE RESULTS OF VARIOUS FACTORS INCLUDING: INCREASES AND DECREASES IN ESTIMATED REVENUES AND/OR APPROPRIATIONS TO MORE ACCURATELY REFLECT THE PROJECTIONS FOR DEPARTMENTS; PROVIDING FOR DISTRIBUTION TO ALL DEPARTMENTS OF RECORD AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council has determined that it is in the best interest of the City to amend the budget for the Fiscal year 2018, and

WHEREAS, the City’s budget needs to be amended to reflect such change.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA THAT:

1. The budget is amended to accurately reflect estimated revenues and appropriations, a copy of which is attached hereto along with a description of each change.
2. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED IN REGULAR SESSION THIS 10TH DAY OF SEPTEMBER 2018.

ATTEST: JB Whitten, Council President

______________________________
Elizabeth Roy, City Clerk
### RECEIPTS/RESOURCES (Budget Amendment)

<table>
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<tr>
<th>FUND #</th>
<th>ACCOUNT #</th>
<th>TITLE</th>
<th>AMOUNT</th>
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<td>Fixed Asset Disposition</td>
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<tr>
<td>001</td>
<td>0000.105.00.00</td>
<td>Cash C/F</td>
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<td></td>
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</table>

### EXPENDITURES (Budget Amendment)

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<th>FUND #</th>
<th>ACCOUNT #</th>
<th>TITLE</th>
<th>AMOUNT</th>
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<td>Operating Supplies</td>
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<tr>
<td>001</td>
<td>0972.572.63.00</td>
<td>Improvements</td>
<td>60,500.00</td>
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<td></td>
<td></td>
<td></td>
<td>71,500.00</td>
</tr>
</tbody>
</table>
10. **Resolutions**

   b. Resolution 18-25 Out of City Water Services
TO: Mayor; City Council; City Clerk  
CC: Department Heads; City Attorney  
FROM: Growth Management Dept.  
DATE: Sept. 6, 2018  
SUBJECT: Out of City Services - Resolution 18-25

BACKGROUND: Petition was submitted by John R. Till, property owner, of the parcel described in the Warranty Deed recorded in OR Book 3352, page 4967, of the Public Records of Okaloosa County, Florida, and being identified by Parcel Tax I. D. 21-3N-23-1670-0023-0600, located at 2929 Shoffner Avenue, Okaloosa County, Florida, for water service on August 2, 2018.

1. The City of Crestview hereby concludes that said property lies within the water service territory of the City. The property is not contiguous to the corporate limits of the City of Crestview. However, the executed Petition and Agreement allows for the annexation when the property meets the criteria of the Annexation Policy.

2. The water concurrency and availability is sufficient on behalf of the City to meet the demands of the petitioner as provided for in the Crestview Comprehensive Plan.

3. A 30-day period from enactment of this resolution is provided for protest to ascertain whether or not a public hearing is required.

4. The petitioner has executed a Municipal Services Agreement and has paid all fees associated with the cost of providing water pursuant to this resolution.

STAFF RECOMMENDATION: The Staff recommends adopting Resolution 18-25.

RECOMMENDED MOTION: I move to adopt Resolution 18-25.
RESOLUTION 18-25

A RESOLUTION BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ACCEPTING A PETITION FOR OUT-OF-CITY WATER SERVICE; ESTABLISHING WATER SERVICE FOR PROPERTY LOCATED AT 2929 SHOFFNER AVENUE AKA 21-3N-23-1670-0023-0600, OKALOOSA COUNTY, FLORIDA; ALLOWING FOR WRITTEN OBJECTIONS BY CITIZENS; AND, IF NECESSARY A PUBLIC HEARING WITHIN 30 DAYS FROM ENACTMENT OF THIS RESOLUTION; PROVIDING FOR A MUNICIPAL SERVICES AGREEMENT BETWEEN THE PETITIONER AND CITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 90 of the Crestview City Code and F. S. 180.01 et. seq., provides for methodology to provide out-of-city water and sewer service to petitioners of record; and

WHEREAS, John R. Till, property owner, of the parcel described in the Warranty Deed recorded in OR Book 3352 page 4967, of the Public Records of Okaloosa County, Florida, and being identified by Parcel Tax I. D. 21-3N-23-1670-0023-0600, located at 2929 Shoffner Avenue, Okaloosa County, Florida, uttered a petition for water service and said petition was received by the City on August 2, 2018.

WHEREAS, petitioner has entered into a Municipal Services Agreement with the City at the appropriate time recited in the City Code, as the requested service is available.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA IN REGULAR SESSION ASSEMBLED THAT:

1. The City of Crestview hereby concludes that the Subject Property is within the water service territory of the City. At this time, the property is not contiguous to the Limits of the City of Crestview, and therefore does not meet the qualifications for annexation.

2. The water concurrency and availability is sufficient on behalf of the City to meet the demands of the petitioner as provided for in the Crestview Comprehensive Plan.

3. A 30-day period from enactment of this resolution is provided for protest to ascertain whether or not a public hearing is required.

4. The petitioner has executed a Municipal Services Agreement and has paid all fees associated with the cost of providing water pursuant to this resolution.

PASSED AND ADOPTED IN REGULAR SESSION THIS 10th DAY OF SEPTEMBER, 2018.

ATTEST:

________________________________________
J B Whitten
Council President

______________________________
Elizabeth M. Roy
City Clerk
Description of Property

Parcel ID Number: 21-3N-23-1670-0023-0600  (Deed recorded in OR Book 3352, Page 4967)

Lots 60, 61, 62, and 63, Block 23, Morris Addition to City of Crestview, Florida, according to the plat thereof as recorded in Plat Book 1, Page 133, Public Records of Okaloosa County, Florida.
11. Committee Reports

a. EDC Update – Nathan Sparks.
MEMORANDUM

Date: August 31, 2018
To: Elizabeth Roy, City Clerk, City of Crestview
From: Nathan Sparks, Executive Director, EDC of Okaloosa County
Subject: Q2–Q3 2018 EDC Update

The Economic Development Council of Okaloosa County greatly appreciates our long-standing partnership with the City of Crestview and we are pleased to provide the following update for consideration by the Crestview City Council. I look forward to answering any questions when I appear before Council on September 10, 2018.

Organizational Update

- The EDC welcomed 5 new investors (Emerald Coast Science Center, Haiseal Timber, Intuitive Research & Technology, MAG Aerospace and McNeil Hotel Group) joined during the April - August timeframe.

Marketing Initiatives

- Undertook a geo-targeting social media strategy designed to reach visitors to the Emerald Coast who might be good candidates to relocate here for available job opportunities
- Participated in the Team Florida mission to the Farnborough International Air Show and held targeted meetings with more than 20 eight aviation-related prospects
- Hosted the 2nd Annual TeCMEN Industry Day at the Emerald Coast Convention Center on August 23. The event drew 318 attendees representing more than 120 companies and featured a “Technology Showcase / Expo Hall” with 45 exhibitors.

Strategic Initiatives

- Launched a new “Talent Attraction Portal” on the EDC’s website – www.florida-edc.org – with the objective being to spotlight higher wage job STEM-related job vacancies with Okaloosa County businesses
- Supported Okaloosa County’s successful $1.5M Triumph Gulf Coast application to support water/sewer line extensions east on US Highway 90 to Shoal River Ranch
- Developed a logo and brand for the “Shoal River Ranch Gigasite”
- Developed a partnership with Enterprise Florida, Gulf Power and Powersouth in order to undertake a “Shoal River Ranch Opportunity Showcase” that will include a series of lunch / breakfast presentations held in major markets around the country.
• Continued coordination and oversight of the Tri-County Community Partnership (TCPI); a collaborative forum for identifying opportunities for area military installations, communities and the private sector to enter into innovative and cost saving partnerships
• Participated in the Eglin Space Deficit Task Force, established to identify facility solutions that could remedy space shortages being encountered by both Eglin as well as by private defense contractors that support the warfighter.

**Project Activity**

Meanwhile, the EDC continues to experience strong project activity, with 21 active projects currently in the pipeline. Of these, 4 are expansions of existing Okaloosa County operations. The EDC is also pleased that 13 of these opportunities were “locally generated” as opposed to projects that come by way of Enterprise Florida and other state and regional partners. The attached graphs provide insight into the specific sectors and numbers of jobs represented within the EDC’s current project pipeline.
Projects
September 2018

Industry Sector

- Manufacturing: 52%
- Aerospace/Defense: 19%
- Distribution: 9%
- Headquarters: 5%
- IT: 5%
- Engineering: 10%
- Other: 5%

Distribution of projects by industry sector.
Number of Jobs Per Sector

- Headquarters: 649
- Aerospace/Defense: 385
- Manufacturing: 1111*
- Engineering: 100
- Information Technology: 40
- Distribution: 10*
- Other: 25

*Project(s) in this sector have TBD job creation numbers
12. Scheduled Presentations from the Public
13. **Project Reports and Comments from Mayor and Council**

a. Discussion of Charter Changes – Councilman Whitten

b. Discussion of City Government Week – Councilman Whitten

c. Discussion of upcoming meetings and travel – Councilman Hayes
14. **Staff Reports and Recommendation**

   a. Ord 1666 Vacation of right of way of a portion of Mapoles Street – Growth Mgmt.
BACKGROUND: The First Baptist Church of Crestview, Inc., as property owners of Block 42 and the southern half of Block 41, as shown on the T. W. Coleman Survey Map of the Town of Crestview, dated October 1, 1928, according to the Plat thereof recorded January 5, 1929, and same being on file in Plat Book 1, page 72, in the Office of the Clerk of Circuit Court, Okaloosa County, Florida, has submitted a request for vacation of the Right of Way of the portion of Mapoles Street that run between two Blocks. The area is current used for parking and ingress / egress between the Church and the Burger King Restaurant. There are numerous utility elements located within the right of way.

The request was submitted under the provisions of the City Procedural Guide for Processing Rezoning and Property Vacation Applications. The petition was submitted to by The First Baptist Church and was sent via certified mail to the other property owner adjacent to the right of way. There was no response received from the other property owner.

The City of Crestview hereby reserves and retains a non-exclusive perpetual easement on, over, under and across the right of way being vacated and abandoned, to be used for utility and ingress / egress purposes.

The First Baptist Church will accept the responsibility for the maintenance of the surface area of the vacated right of way, which shall continue to be utilized for parking. The parking area shall be maintained as required by Chapter 102, Article VIII, Section 102-151 (c) 2 of the City Code of Ordinances.

STAFF RECOMMENDATION: The Staff recommends adopting Ordinance 1666 on first reading and moving to second reading.

RECOMMENDED MOTION: I move to adopt Ordinance 1666 on first reading and move to second reading.
ORDINANCE NO. 1666

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, VACATING AND ABANDONING THE PLATTED 75 FT. WIDE RIGHT OF WAY OF MAIN STREET (BEING RENAMED MAPOLES STREET), LYING BETWEEN AND ADJACENT TO BLOCK 41 AND BLOCK 42, AS SHOWN ON THE T. W. COLEMAN SURVEY MAP OF THE TOWN OF CRESTVIEW, AND THE RESERVATION OF NON-EXCLUSIVE PERPETUAL EASEMENT FOR UTILITY AND INGRESS/EGRESS PURPOSES; PROVIDE FOR MAINTENANCE THEREOF; 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.

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

WHEREAS, the First Baptist Church of Crestview, Inc. as the majority owner of the property located in Blocks 41 and 42, Town of Crestview, have petitioned the City to vacate and abandon the platted right of way that runs between and adjacent to said property, and

WHEREAS, the City has determined that there is no public need for the thru-way access provided by the right of way that is requested to be vacated; and

WHEREAS, there are existing utilities elements located on, over, across and under the right of way sought to be vacated; and

WHEREAS, the primary use of the paved surface area of the right of way is for access and parking purposes for the adjoining establishments and shall continue to be utilized as such;

WHEREAS, the City shall reserve a non-exclusive perpetual easement on, over, across and under the right of way for utility purposes, together with the right of ingress and egress for the purposes of maintaining the utilities and providing services such as but not limited to water, sanitary sewer, garbage, gas, electrical, cable, fire, emergency and police.

WHEREAS, the First Baptist Church of Crestview, Inc., on behalf of the adjacent property owners, shall maintain the paved area in the same form and fashion as regulated in the City’s Code of Ordinances for parking lots.

NOW, THEREFORE 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 RIGHT OF WAY, RESERVATION OF EASEMENT FOR UTILITY PURPOSES, INGRESS/EGRESS RIGHTS AND MAINTENANCE FOR SAME.
The City of Crestview hereby closes, vacates and abandons the:

Seventy-five ft. wide platted right of way lying in between and adjacent to Blocks 41 and 42, and being bounded on the northwest by Hickory Avenue and on the southeast by Cedar Avenue and State Road One (State Hwy 90 – James Lee Blvd) as shown on the T. W. Coleman Survey Map of the Town of Crestview, dated October 1, 1928, according to the Plat thereof recorded January 5, 1929, and being on file in Plat Book 1, page 72, in the Office of the Clerk of Circuit Court, Okaloosa County, Florida.

as a public right of way; however, the City of Crestview hereby reserves and retains a non-exclusive perpetual easement for utility and ingress/egress purposes on, over, across and under the right of way being vacated and abandoned. The vacated area shall be maintained as a parking lot as provided for in Chapter 102, Article VII, Section 102-151 (c) 2.

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 Crestview Base Map, Future Land Use Map and Zoning Map, current edition, are hereby amended to reflect the above changes concurrent with passage of this ordinance.

SECTION 4. SEVERABILITY. If any word, phrase, clause, paragraph, section 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 the ordinance which can be given effect without the invalid or unconstitutional provisions of this ordinance are declared severable.

SECTION 5. EFFECTIVE DATE. This Ordinance shall become effective upon adoption.

PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE ________________ DAY OF ________________ , 2018.

ATTEST: J. B. WHITTEN
Council President

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS ________________ DAY OF ________________ , 2018.

______________________________
DAVID CADLE
Mayor
ORDINANCE NO. 1666
14. **Staff Reports and Recommendation**

a. Presentation of Title VI Non-Discrimination Policy and Plan – Growth Mgmt.

The presentation and explanation of the Plan to the Council and the Public.

Interactive discussion will guide the forward direction of the Plan.

This will need to be included in the next workshop as it is a critical element to the LAP certification.
City of Crestview

Title VI Non-Discrimination Policy and Plan

Including Limited English Proficiency (LEP)

Draft June 2018
Title VI and Non-Discrimination Policy and Plan
Including Limited English Proficiency (LEP)

Adopted by the City of Crestview
October 2018

Prepared by:

Growth Management, Planning and Zoning
198 Wilson St. North
Crestview, Florida 32536
(850) 689-1619

with assistance from West Florida Regional Planning Council
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(to be revised when policy nearing completion)

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RESOLUTION 18-xx

A RESOLUTION OF THE CRESTVIEW CITY COUNCIL,
FLORIDA, APPROVING THE TITLE VI AND
NONDISCRIMINATION POLICY AND PLAN INCLUDING
LIMITED ENGLISH PROFICIENCY

WHEREAS, it is the policy of the City of Crestview under Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Section 324 of the Federal-Aid Highway Act of 1973; Civil Rights Restoration Act of 1987; the Florida Civil Rights Act of 1992, and related statutes and regulations, that no person shall on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program, service or activity administered by the City or its sub-recipients

WHEREAS, the City of Crestview is the recipient of state and federal grant funds for public transportation in the Crestview City Limits; and

WHEREAS, the state and federal grants impose certain obligations; and

WHEREAS, for the City of Crestview to continue receiving and utilizing state and federal grant funds it is necessary to adopt the Title VI and Nondiscrimination Policy and Plan including Limited English Proficiency (LEP);

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CRESTVIEW THAT:

The City Council wholly supports and approves the Title VI and Nondiscrimination Policy and Plan including LEP.

PASSED AND DULY ADOPTED BY THE CRESTVIEW CITY COUNCIL on this _____ day of ______________ 2018.

Attest: ________________________

J.B. Whitten
Council President

_________________________
Elizabeth Roy
City Clerk
Title VI and Non-Discrimination Policy Statement

The City of Crestview is the largest city in Okaloosa County and is the County seat. As a municipality that is at times the recipient of federal funds, it must comply with Title VI of the Civil Rights Act of 1964 and other nondiscrimination requirements, ensuring that no person is subjected to discrimination on the basis of race, color, national origin, sex, age, disability, religion and family status in employment and the provision of government services. This requirement includes the creation of a Title VI Nondiscrimination Plan, along with a regular review of its effectiveness and conformity with federal and state law. This Title VI Nondiscrimination Plan works in concert with the Limited English Proficiency Plan, which identify specific tactics for outreach and involvement (i.e. notification, information, and opportunities for diverse participation).

Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Section 324 of the Federal-Aid Highway Act of 1973; Civil Rights Restoration Act of 1987; the Florida Civil Rights Act of 1992

The City of Crestview is committed to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any of its programs, activities, or services on the basis of race, color or national origin. All persons, regardless of their citizenship, are covered under this regulation. In addition, the City prohibits discrimination on the basis of race, color or national origin in its employment and business opportunities.

The City will not condone retaliation against an individual for his/her involvement in asserting his/her rights pursuant to Title VI or because he/she filed a complaint or participated in an investigation under Title VI, and /or this regulation.

As a recipient of federal funds, as well as being a Florida Department of Transportation (FDOT) fund recipient, the City will ensure that its programs, policies and activities comply with all federal and FDOT Title VI Regulations of the Civil Rights Act of 1964, and other applicable regulations.

The City will review its Title VI Program once every three (3) years to ensure compliance with current Federal and State Title VI Requirements.

The City will maintain a list of any Title VI investigations, complaints, or lawsuits filed which allege the City discriminated against a person or group on the basis of race, color, or national origin. This list will include:

a) The date the investigation, complaint, or lawsuit was filed;
b) A summary of the allegation(s);
c) The status of the investigation, complaint, or lawsuit; and

d) Any actions or corrective actions taken by the City in response to the investigation, complaint or lawsuit.

The City will ensure that the level and quality of all City services are provided without regard to race, color or national origin.
The City will promote the full and fair participation of all affected populations.

The City will make good faith efforts to achieve environmental justice as part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, activities, and services on minority populations and low-income populations within the City’s service area as provided herein.

The City will ensure that Limited English Proficient (LEP) individuals have access to the City’s programs, activities, and services.

The City will seek out and consider the viewpoints of minority, low-income and Limited English Proficient (LEP) populations in the course of conducting public outreach and involvement activities. The City’s public participation strategy will offer early and continuous opportunities for the public to be involved in the identification of social, economic and environmental impacts of proposed transportation decisions.

The City will ensure that individuals have access to its programs, activities and services by developing and carrying out the language plan herein. The City will continually assess the language assistance needs of the population to be served.

The City will use the following four (4) factors to determine what measures must be undertaken to provide reasonable and meaningful access to LEP individuals:

a) Languages likely to be encountered and the number or proportion of LEP persons in the eligible service population likely to be affected by the program, activity, or service.

b) Frequency with which LEP individuals come into contact with City programs, activities, and services.

c) Importance of the program, activity, or service provided by the City to LEP individual’s lives.

d) Resources needed to provide effective language assistance and costs.

The purpose of the document is to detail specific compliant procedures for better documentation efforts related to Title VI and related statutes.

**List of Locations Where Title VI Notice is Posted**

The City of Crestview’s Title VI notice to the public is currently posted at the following locations:

<table>
<thead>
<tr>
<th>Location Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Hall</td>
<td>198 Wilson St. North, Crestview, FL 32536</td>
</tr>
<tr>
<td>City of Crestview Website</td>
<td><a href="http://www.cityofcrestview.org">www.cityofcrestview.org</a></td>
</tr>
</tbody>
</table>

Such notices may also be posted or announced with local stakeholders, community centers, affected route and major transfer points. New locations may be added as needed.
Notifying the Public of Rights
Under Title VI
City of Crestview

- The City operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City.

- For more information on the City’s civil rights program, and the procedures to file a complaint, contact (850) 306-3698; email title6@cityofcrestview.org; or visit our administrative office at 198 Wilson Street North, Crestview, FL 32536. For more information, visit www.cityofcrestview.org.

- A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

- If information is needed in another language, contact (850) 306-3698.

Approved by the Federal Transit Administration (FTA)

Notificación al Público de Derechos
Bajo el Título VI
Cuidad de Crestview

- El Cuidad de Crestview (por sus siglas en español) opera sus programas y servicios, sin distinción de raza, color y origen nacional, de conformidad con el Título VI de la Ley de Derechos Civiles. Cualquier persona que cree que él o ella ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI, puede presentar una queja ante el Cuidad.

- Para obtener más información sobre el programa de derechos civiles del Cuidad, y los procedimientos para presentar una queja, contacte a (850) 306-3698; title6@cityofcrestview.org correo electrónico; o visite nuestra oficina administrativa en 198 Wilson St. North, Crestview, FL 32536. Para obtener más información, visite www.cityofcrestview.org.

- El demandante puede presentar una queja directamente con la Administración Federal de Transporte mediante la presentación de una queja ante la Oficina de Derechos Civiles, Atención: Coordinador de Programa del Título VI, edificio Oriente, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

- Si se necesita información en otro idioma, llame al (850) 306-3698.

Aprobado por la Administración Federal de Tránsito (FTA)
Title VI Public Notice
(FDOT Version in English & Spanish)

Notifying the Public of Rights
Under Title VI
City of Crestview

No person in the United States and State of Florida shall, on the basis of race, color, national origin, sex, age, handicap/disability, income status, retaliation, or other reason be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination or retaliation, under any Federally or non-federally funded activity or program administered by a recipient of federal financial assistance. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City. For more information on Title VI or to file a complaint, contact the Title VI Coordinator at (850) 306-3698 or visit www.cityofcrestview.org.

Approved by the Florida Department of Transportation (FDOT)

Notificación al Público de Derechos
Bajo el Título VI
Cuidad de Crestview

Ninguna persona en los Estados Unidos será, sobre la base de raza, color u origen nacional, sexo, edad, hánicap/discapacidad, nivel de ingresos, represalias, o otro razón ser excluida de participar en, negado los beneficios de, o ser objeto de otro modo a discriminación o represalia, bajo cualquier actividad o programa federal o no fondos federales administrado por un receptor de la asistencia financiera federal. Cualquier persona que cree que él o ella ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI, puede presentar una queja ante el Cuidad. Para obtener más información sobre el Título VI o para presentar una queja, comuníquese con el Coordinador del Título VI al (850) 306-3698 o visite www.cityofcrestview.org.

Aprobado por el Departamento de Transporte de la Florida (FDOT)
Title VI Complaint Procedures

The City of Crestview abides by both the Federal Transit Administration and the Florida Department of Transportation’s (FDOT) Title VI/Nondiscrimination Programs. As a result, it is the policy of this agency, under Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Section 324 of the Federal-Aid Highway Act of 1973; Civil Rights Restoration Act of 1987; the Florida Civil Rights Act of 1992, and related statutes and regulations, that no person in the United States shall, on the basis of race, color, national origin, sex, age, disability/handicap, or income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program or activity administered by this agency or its sub-recipients.

Any person who believes he or she has been discriminated against by the City of Crestview, (hereinafter referred to as “City”) may file a Title VI complaint by completing and submitting the City’s Title VI Complaint Form. The Title VI Coordinator investigates complaints received no more than 180 days after the alleged incident. The Title VI Coordinator will only process complaints that are complete. The following procedures will be used to investigate formal Title VI complaints:

1. Once the complaint is received, the Title VI Coordinator will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter or email informing her/him whether the complaint will be investigated by our office. The complaint will be confidential.

2. The City has 60 days to investigate the complaint. If more information is needed to resolve the case, the Title VI Coordinator may contact the complainant. The complainant has 10 business days from the date of contact to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, the Title VI Coordinator can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

3. After the investigator reviews the complaint, he/she will present the case to the City xxxx. The City will issue one of two determinations to the complainant: a closure letter/email or a letter/email of finding. A closure letter/email summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A letter/email of finding summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur. If the complainant wishes to appeal the decision, he/she has 30 days after the date of the determination letter/email to do so. The complaint case will be filed in the office electronically.

The person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, East Building, 5th Floor TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590.
Complaint of Discrimination
The City of Crestview abides by both the Federal Transit Administration and the Florida Department of Transportation’s Title VI / Nondiscrimination Programs. As a result, it is the policy of this agency, under Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Section 324 of the Federal-Aid Highway Act of 1973; Civil Rights Restoration Act of 1987; the Florida Civil Rights Act of 1992, and related statutes and regulations, that no person in the United States shall, on the basis of race, color, national origin, sex, age, disability / handicap, or income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program or activity administered by this agency or its sub-recipients.
### Section I:

Complainant(s) Name:

Complainant(s) Address:

**Telephone (Home):**

**Telephone (Work):**

**Email Address:**

**Accessible Format Requirements:**
- Large Print
- TDD
- Audio Tape
- Other

### Section II:

Are you filing this complaint on your own behalf?  
*If you answered “yes” to this question, go to Section III.*

- Yes □  
- No □

If not, please supply the name and relationship of the person for whom you are submitting the complaint for:

**Name:**

**Relationship:**

Please explain why you have filed for a third party:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party:

- Yes □  
- No □

### Section III:

I believe the discrimination I experienced was based on (check all that apply):

- [ ] Race
- [ ] Color
- [ ] National Origin
- [ ] Sex
- [ ] Age
- [ ] Handicap/Disability
- [ ] Income Status
- [ ] Retaliation
- [ ] Other

**Date of Alleged Discrimination:**

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witness. If more space is needed, please use back of this form.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

### Section IV

Have you previously filed a Title VI complaint with the City?  

- Yes □  
- No □

### Section V
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State Court?  
Yes ☐  No ☐

If yes, check all that apply and list name of agency/court if known:

<table>
<thead>
<tr>
<th>Agency Type</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Agency</td>
<td>____________________________</td>
</tr>
<tr>
<td>State Agency</td>
<td>____________________________</td>
</tr>
<tr>
<td>Local Agency</td>
<td>____________________________</td>
</tr>
</tbody>
</table>

Section VI

Please provide information about a contact person at the agency/court where the complaint was filed.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency</td>
<td>Telephone</td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
</tbody>
</table>

You may attach any written materials or other information that you think is relevant to your complaint.

<table>
<thead>
<tr>
<th>Complainant(s) or Complainant(s) Representatives Signature:</th>
<th>Date of Signature:</th>
</tr>
</thead>
</table>

Please submit this form in person at the address below, or mail this form to:
City of Crestview
Trae Duley, Title VI Coordinator,
198 Wilson Street North, Crestview, FL 32536
(850) 306-3698 phone  (850) 682-8077 fax
title6@cityofcrestview.org

<table>
<thead>
<tr>
<th>Internal Use Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Complaint Was Received:</td>
</tr>
</tbody>
</table>
Complaint of Discrimination
La Cuidad de Crestview permanece tanto por la Administración Federal de Tránsito y el Departamento de Programas Título / No Discriminación VI de Transporte de la Florida. Como resultado de ello, es la política de este organismo, en el Título VI de la Ley de Derechos Civiles de 1964; Sección 504 de la Ley de Rehabilitación de 1973; Ley de Discriminación por Edad de 1975; Sección 324 de la Ley Federal de Carreteras-Aid de 1973; Ley de Restauración de Derechos Civiles de 1987; la Ley de Derechos Civiles de Florida de 1992, y los estatutos y reglamentos relacionados, que ninguna persona en los Estados Unidos será, sobre la base de raza, color, origen nacional, sexo, edad, discapacidad / impedimento o estado de ingresos, ser excluido de la participación en, ser negado los beneficios de, o ser sujeto de otro modo a discriminación o represalia bajo cualquier programa no federal con fondos federales o actividad administrada por esta agencia o sus sub-receptores.
### Sección I:

<table>
<thead>
<tr>
<th>Nombre Del Demandante:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dirección Del Demandante:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Teléfono (Casa):</th>
<th>Teléfono (Trabajo):</th>
<th>Dirección De Correo Electrónico:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requisitos formato accessible:</th>
<th>Letra Grande</th>
<th>TDD</th>
<th>Audio Tape</th>
<th>Otro</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Sección II:

<table>
<thead>
<tr>
<th>¿Está presentando esta queja en su propio nombre?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sí* ☐</td>
</tr>
<tr>
<td>No ☐</td>
</tr>
</tbody>
</table>

*Si usted contestó "sí" a esta pregunta, vaya a la Sección III.

<table>
<thead>
<tr>
<th>Si no es así, por favor provea el nombre y la relación de la persona a la que usted se está quejando por:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nombre:</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Por favor, explique por qué usted ha presentado por una tercera persona:

________________________________________________________________________________________

Por favor, confirma que ha obtenido el permiso de la parte perjudicada, si usted está presentando en nombre de un tercero:

<table>
<thead>
<tr>
<th>Si ☐</th>
<th>No ☐</th>
</tr>
</thead>
</table>

### Sección III:

<table>
<thead>
<tr>
<th>Creo que la discriminación que experimenté fue basado en (marque todo lo que corresponda):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Raza ☐</td>
</tr>
<tr>
<td>Sexo ☐</td>
</tr>
<tr>
<td>Estado de Ingresos ☐</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Fecha de la Discriminación Presunta:

Explique lo más claramente posible lo que pasó y por qué cree que fue discriminado. Describa todas las personas que estuvieron involucradas. Incluya el nombre y la información de contacto de la persona (s) que lo discriminó (si se conoce), así como los nombres y la información de los testigos en contacto. Si se necesita más espacio, por favor use el reverso de este formulario.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

### Sección IV

<table>
<thead>
<tr>
<th>¿Ha presentado previamente una queja del Título VI con esta Cuidad?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Si ☐</td>
</tr>
</tbody>
</table>

Draft Crestview Title VI Policy  Page 14 of 33
### Sección V

¿Ha presentado esta queja ante cualquier otro, estatal o agencia local Federal, o ante cualquier tribunal federal o estatal?

<table>
<thead>
<tr>
<th></th>
<th>Si</th>
<th>No</th>
</tr>
</thead>
</table>

En caso afirmativo, marque todo lo que corresponda:

- [ ] Agencia federal: ____________________
- [ ] Tribunal Federal: ____________________
- [ ] Agencia Estatal: ____________________
- [ ] Tribunal Estatal: ____________________
- [ ] Agencia Local: ____________________
- [ ] Tribunal Estatal: ____________________

### Sección VI

Por favor provea información sobre una persona de contacto en la agencia/tribunal donde se presentó la denuncia.

<table>
<thead>
<tr>
<th>Nombre:</th>
<th>Título:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agencia:</td>
<td>Teléfono:</td>
</tr>
<tr>
<td>Dirección:</td>
<td></td>
</tr>
</tbody>
</table>

Puede adjuntar cualquier material escrito o cualquier otra información que usted piensa que es relevante para su queja.

<table>
<thead>
<tr>
<th>Demandante (s) o recurrente (s) Representantes Firma Del:</th>
<th>Fecha de la firma:</th>
</tr>
</thead>
</table>

Por favor envíe este formulario en persona en la dirección abajo, o envíe este formulario a:

Cuidad de Crestview

xxxx, Coordinador del Título VI
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(850) 689-1619 Teléfono (850) 682-8077 Fax

xxxx@cityofcrestview.org

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Sólo para uso interno:

| Fecha De Recibimiento por Cuidad de Crestview: | Fecha De La Investigación Completada: | Investigador Asignado: |
Title VI Investigations, Complaints & Lawsuits

There have been no Title IV complaints, investigations, or lawsuits, filed with the City of Crestview.

<table>
<thead>
<tr>
<th>Type of Process</th>
<th>Date (Month, Day, Year)</th>
<th>Summary (including basis of complaint: race, color, national origin, sex, age, handicap/disability, income status, retaliation, or other)</th>
<th>Status</th>
<th>Action(s) Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investigations</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lawsuits</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Complaints</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Public Participation Plan

The Public Participation Plan (PPP) for the City of Crestview was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are encouraged to participate in public forums for the City of Crestview. Policy and service delivery decisions need to take into consideration community sentiment and public opinion based upon well-executed outreach efforts. The public outreach strategies described in the PPP are designed to provide the public with effective access to information about the City of Crestview services and to provide a variety of efficient and convenient methods for receiving and considering public comment prior to implementing changes to services. The PPP is included for reference, in the Appendix of this document.
Limited English Proficiency Plan

The City of Crestview will seek out and consider the viewpoints of minority, low-income and Limited English Proficient (LEP) populations in the course of conducting public outreach and involvement activities. The City’s public participation strategy will offer early and continuous opportunities for the public to be involved in the identification of social, economic and environmental impacts of proposed transportation decisions.

The City will ensure that individuals have access to its programs, activities and services by developing and carrying out the language plan. The City will continually assess the language assistance needs of the population to be served. The City will use the U.S. Department of Transportation (U.S. DOT) Four-Factor LEP Analysis to determine appropriate measures to provide reasonable and meaningful access to LEP individuals.

The baseline analysis of minority and disadvantaged populations in the City of Crestview limits is derived from the U.S. Census Bureau data. The following table and maps provide a snapshot.

<table>
<thead>
<tr>
<th>City of Crestview</th>
<th>Number</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Population</strong></td>
<td>23,856</td>
<td>%100</td>
</tr>
<tr>
<td>White</td>
<td>15316</td>
<td>64.2</td>
</tr>
<tr>
<td>Black</td>
<td>4819</td>
<td>20.2</td>
</tr>
<tr>
<td>American Indian</td>
<td>72</td>
<td>0.3</td>
</tr>
<tr>
<td>Asian</td>
<td>596</td>
<td>2.5</td>
</tr>
<tr>
<td>Native Hawaiian / Pacific Islander</td>
<td>48</td>
<td>0.2</td>
</tr>
<tr>
<td>Two or more races</td>
<td>1455</td>
<td>6.1</td>
</tr>
<tr>
<td>Hispanic or Latino</td>
<td>1551</td>
<td>6.5</td>
</tr>
<tr>
<td>Persons 65 years &amp; older (elderly)</td>
<td>2123</td>
<td>8.9</td>
</tr>
<tr>
<td>Persons with a disability</td>
<td>2195</td>
<td>9.2</td>
</tr>
</tbody>
</table>
**Four-Factor Analysis**

**Factor One: Demographics**

The first part of the City’s self-assessment involves data on the number of Limited English Proficiency (LEP) persons eligible to be served, likely to be served, or likely to be encountered by the organization through programs, services, or activities. The City collects data related to language from several sources. The broadest data available to the organization is compiled by the U.S. Census Bureau in the American Community Survey. (see Appendix)

Of persons that speak a language other than English, data on the percentage of those individuals who also reported they speak English “less than very well” is of particular importance in identifying those likely to be encountered by the organization or eligible for language assistance.

The community profile further identifies the most common languages spoken at home for respondents who reported they speak English “less than very well”. Based on the information in the table to the right, Spanish is the highest LEP population at approximately 149 individuals. Due to the limited number that do not speak English well the City will provide translated material upon request in a timely and efficient manner.

**Additional Data:**
The City of Crestview maintains records of additional data to track limited English proficiency needs. Though results are not formal, the data does provide a timely snapshot of current requests and activities related to language assistance. Given the time between U.S. Census Bureau reports, this information can provide a timelier indication of shifts in the community’s demographic makeup.
Factor Two: Frequency of Contact

The City of Crestview has regular public hearings, board meetings and committee meetings throughout the year. In addition, the city offers utility services and code enforcement activities. These are the main source of contact (or potential contact) between the City and Limited English Proficiency (LEP) Persons. As a result, the frequency of contact is difficult to anticipate.

<table>
<thead>
<tr>
<th>Program/Activity</th>
<th>Frequency</th>
<th>Resources Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Meetings / Workshops</td>
<td>Bi-Monthly</td>
<td>• Bilingual employee</td>
</tr>
<tr>
<td>Committee Meetings</td>
<td>Monthly / As Needed</td>
<td>• Special assistance notice in meeting advert</td>
</tr>
<tr>
<td>Recreation Services</td>
<td>As used</td>
<td>• LEP notice on all agendas</td>
</tr>
<tr>
<td>Utility Services</td>
<td>As used</td>
<td>• Spanish Language material as needed</td>
</tr>
<tr>
<td>Code Enforcement Activities</td>
<td>Case by Case</td>
<td>• case-by-case response</td>
</tr>
<tr>
<td>Permitting Services</td>
<td>As requested</td>
<td>• “I speak” Cards</td>
</tr>
</tbody>
</table>


**Factor Three: Importance of Program**

The City sometimes receives funds to develop transportation plans for a designated project. The planning process is guided by federal and state law, including public involvement requirements to ensure diverse public outreach, notice, and opportunities for input.

The planning process does not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Additionally, the City does not require documents, such as completed applications, for public participation. However, determining whether materials, information, and/or notification related to an action is “vital”, the absences of direct services or application requirements is not the only consideration.

The City of Crestview places a special emphasis on language assistance for educational materials and public input tools. These tools are often helpful with outreach related to other programs and studies.

While meaningful access for all participants and the Limited English Proficiency (LEP) population is the intent behind services identified in this plan, the availability of resources may limit the language services in some areas. Additionally, services provided one year may not be possible in a future year because of available resources.

Language assistance involving notification of services, translation of public input forms and/or surveys related to a formal public hearing, and maintenance of the translated documents online have high priority. Other activities, such as community events, optional meetings, and specialized speakers have a lower priority if/when resources preclude the organization from executing all language assistance options.
**Factor Four: Resources**

In developing the Limited English Proficiency Plan, the City of Crestview has identified resources for potential recipients and associated costs for services. The organization maintains a file with specific contact information for service providers and volunteer-based programs, allowing timely updates. Cost are often determined by the type and scope of services provided. As a result, some resources list “indeterminable” as an associated cost until a specific project is identified.

<table>
<thead>
<tr>
<th>Resource</th>
<th>Associated Cost</th>
<th>Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>Translation (General)</td>
<td>$29.00 per page *estimate</td>
<td>Translation services for standard forms and documents.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-Outside services and bilingual staff</td>
</tr>
<tr>
<td>Interpretation Services</td>
<td>$75-$100 per hour *minimum of 2 hours</td>
<td>Services for public meetings.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>-Outside services and bilingual staff</td>
</tr>
<tr>
<td>Notice</td>
<td>Indeterminable</td>
<td>Notification of availability of free language services to LEP persons is included within meeting notices. Notification is also sent to other language publications in the TPO area.</td>
</tr>
<tr>
<td>“I Speak” Cards</td>
<td>Printing Cost, Vary</td>
<td>“I Speak” cards are available at all outreach events and public meetings.</td>
</tr>
</tbody>
</table>
Limited English Proficiency Plan Implementation and Maintenance

The Language Assistance Plan provides an implementation process to address appropriate language needs identified in the organization’s self-assessment, completed in the previous section of this document.

Goals

- provide meaningful access to vital City programs and services for the Limited English Proficiency (LEP) population identified using the four-factor analysis presented in the previous section of this document
- identify various resources, with or without associated costs, to ensure the organization can balance meaningful access to programs and services, while not incurring undue burdens on financial resources
- complete plan updates every three years and staff reviews annually to ensure resources identified remain consistent with identified needs

<table>
<thead>
<tr>
<th>Services and Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area</strong></td>
</tr>
<tr>
<td>Notification</td>
</tr>
<tr>
<td>Direct Mail</td>
</tr>
<tr>
<td>Website</td>
</tr>
<tr>
<td>Print Publication</td>
</tr>
<tr>
<td>Outreach Material</td>
</tr>
<tr>
<td>General Brochures</td>
</tr>
<tr>
<td>Community Survey</td>
</tr>
<tr>
<td>Targeted Forms</td>
</tr>
<tr>
<td>Public Hearing</td>
</tr>
<tr>
<td>Overview Material</td>
</tr>
<tr>
<td>Bilingual Employees</td>
</tr>
<tr>
<td>Miscellaneous</td>
</tr>
</tbody>
</table>

### Services and Resources

<table>
<thead>
<tr>
<th></th>
<th>Service</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notification</td>
<td>Print Publication</td>
<td>Special assistance notice in public meeting advertisements, LEP-specific notice on all agendas, targeted ads in other language publications (when vital)</td>
</tr>
<tr>
<td>Notification</td>
<td>Website</td>
<td>LEP-specific notice webpage and on City webpage</td>
</tr>
<tr>
<td></td>
<td></td>
<td>On request, ability to customize direct mail by requested language</td>
</tr>
<tr>
<td>Outreach Material</td>
<td>General Brochures</td>
<td>General information brochures available in other languages as determined to be needed.</td>
</tr>
<tr>
<td>Outreach Material</td>
<td>Community Survey</td>
<td>Customized language specific surveys available upon request</td>
</tr>
<tr>
<td>Outreach Material</td>
<td>Targeted Forms</td>
<td>Complaint form available in other languages, “I Speak” cards available to identify additional language needs</td>
</tr>
<tr>
<td>Public Hearing</td>
<td>Overview Material</td>
<td>Bilingual employees, Spanish language brochures, forms, news release for public hearings provided as needed, “I Speak” cards</td>
</tr>
<tr>
<td>Bilingual Employees</td>
<td>Miscellaneous</td>
<td>Currently the City of Crestview has a bilingual employee on staff who communicates in English and Spanish</td>
</tr>
</tbody>
</table>

**Outside Translation Providers**

City staff will develop and maintain a detailed list of contact information for translation and ADA services.
Monitoring for Title VI Compliance

This Title VI and Non-Discrimination Policy and Plan as well as the Limited English Proficiency included in the plan will be updated every three years to:

1. ensure compliance with current federal and state law,
2. update demographic statistics to accurately track northwest Florida’s population and language needs
3. confirm the City of Crestview’s commitment to providing services for person with limited English proficiency
4. provide an assessment of the plan’s effectiveness in addressing non-discrimination objectives.

The plan will be reviewed annually by staff to ensure effectiveness. This annual review is done by using the following checklist:
Annual Title VI/ADA and LEP Review Checklist

___Has the information been placed in a visible location?
Actions taken to comply:
________________________________________________________________________
________________________________________________________________________

___If such information is available, are staff members aware that they have this information?
Actions taken to comply:
________________________________________________________________________
________________________________________________________________________

___Are announcements audible?
Actions taken to comply:
________________________________________________________________________
________________________________________________________________________

___Are any announcements, such as security awareness announcements, able to made in languages other than English?
Actions taken to comply:
________________________________________________________________________
________________________________________________________________________

___Does the station display information or instructions using pictographs?
Actions taken to comply:
________________________________________________________________________
________________________________________________________________________

___Are “I Speak” card taken to community meetings?
Actions taken to comply:
________________________________________________________________________
Are translated versions of any written materials available on request?
Actions taken to comply:

Can members of the public provide oral as well as written comments?
Actions taken to comply:

Do meeting notices, press releases, and public service announcements include the translation services statement?
Actions taken to comply:

Does the agency website have a link to requesting translation service request on its home page?
Actions taken to comply:

Does the agency have the most current LEP data available reflected in the process plan?
Actions taken to comply:

Is the current plan still effective for the current LEP data?
Actions taken to comply:
Has the agency done the annual review of sub-recipients (with sub-recipient checklist)?

Actions taken to comply:

________________________________________________________________________

________________________________________________________________________

Title VI Coordinator: ______________________________

Date of Review: ___________________________
Definitions

**Adverse Effect** means having a harmful or undesired effect.

**Age** means the length of existence extending from the beginning to any given time.

**Color** means the natural appearance of a person’s skin.

**Disability** means a condition of being unable to perform a task or function because of a physical or mental impairment.

**Discrimination** refers to any act or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, sub-recipient, or contractor that results in disparate treatment, disparate impact, or perpetuates the effects of prior discrimination based on race, color, or national origin.

**Handicap** means a person who has some condition that markedly restricts their ability to function physically or mentally or socially.

**Income** means the amount of money or its equivalent received during a period of time in exchange for labor or services, from the sale of goods or property, or as profit from financial investments.

**Limited English Proficient (LEP) Persons** are individuals for whom English is not their primary language and who have a limited ability to speak, understand, read, or write English. It includes people who reported to the U.S. Census that they do not speak English well or do not speak English at all.

**Low-Income Population** means any readily identifiable groups of low-income individuals who live in geographic proximity, and if circumstances warrant, geographically dispersed transient persons who will be similarly affected by a proposed DOT program, policy, or activity.

**Minority Individuals**

1. American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent.
3. Black or African American, which refers to people having origins in any of the Black racial groups of Africa.
4. Hispanic or Latino, which includes people of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
5. Native Hawaiian and other Pacific Islanders, which refers to people having origins in any of the original people of Hawaii, Guam, Samoa, or other Pacific Islands.

**National Origin** means the particular nation in which a person was born, or where the person’s parents or ancestors were born.
**Race** means a group of people united or classified together on the basis of common history, nationality, or geographic distribution.

**Recipient** means one that has received or is receiving Federal financial assistance. The term includes sub-recipients of a recipient and sub-recipients in FTA State administered programs.

**Retaliation** is any adverse action taken against another individual because of his/her participation in the complaint, investigation, or hearing relating to this policy or the provision of federal or state law.

**Sex** means the differentiation between a male and female with reference to the reproductive organs.

**Vital Documents** are documents that convey information that critically affects the ability of the customer to make informed decisions about his/her participation in the program (e.g., public notices, consent forms, complaint forms, eligibility rules, notices pertaining to the reduction, denial or termination of services or benefits, right to appeal, and notices informing customers of the availability of free language assistance).
### Source: U.S. Census Bureau, 2010-2014

#### APPENDIX

<table>
<thead>
<tr>
<th>Subject</th>
<th>Total</th>
<th>Percent</th>
<th>Speak English only or speak English &quot;very well&quot;</th>
<th>Percent speak English only or speak English &quot;very well&quot;</th>
<th>Speak English less than &quot;very well&quot;</th>
<th>Percent speak English less than &quot;very well&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Estimate</td>
<td>Estimate</td>
<td>Estimate</td>
<td>Estimate</td>
<td>Estimate</td>
<td>Estimate</td>
</tr>
<tr>
<td>Population 5 years and over</td>
<td>20,573</td>
<td>(6)</td>
<td>20,510</td>
<td>90.7%</td>
<td>563</td>
<td>1.7%</td>
</tr>
<tr>
<td>Speak only English</td>
<td>18,581</td>
<td>88.5%</td>
<td>(6)</td>
<td>(6)</td>
<td>(6)</td>
<td>(6)</td>
</tr>
<tr>
<td>Speak a language other than English</td>
<td>2,112</td>
<td>10.5%</td>
<td>1,819</td>
<td>83.4%</td>
<td>563</td>
<td>16.6%</td>
</tr>
<tr>
<td>SPEAK A LANGUAGE OTHER THAN ENGLISH</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spanish</td>
<td>1,151</td>
<td>5.6%</td>
<td>917</td>
<td>78.7%</td>
<td>234</td>
<td>20.3%</td>
</tr>
<tr>
<td>5 to 17 years old</td>
<td>276</td>
<td>1.3%</td>
<td>227</td>
<td>82.6%</td>
<td>49</td>
<td>17.4%</td>
</tr>
<tr>
<td>18 to 64 years old</td>
<td>820</td>
<td>3.9%</td>
<td>710</td>
<td>88.8%</td>
<td>110</td>
<td>13.4%</td>
</tr>
<tr>
<td>65 years old and over</td>
<td>55</td>
<td>0.3%</td>
<td>55</td>
<td>0.0%</td>
<td>55</td>
<td>100.0%</td>
</tr>
<tr>
<td>Other Indo-European languages</td>
<td>210</td>
<td>1.0%</td>
<td>210</td>
<td>85.2%</td>
<td>46</td>
<td>17.0%</td>
</tr>
<tr>
<td>5 to 17 years old</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>18 to 64 years old</td>
<td>241</td>
<td>1.2%</td>
<td>155</td>
<td>63.9%</td>
<td>46</td>
<td>19.1%</td>
</tr>
<tr>
<td>65 years old and over</td>
<td>20</td>
<td>0.1%</td>
<td>20</td>
<td>100.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Asian and Pacific Island Languages</td>
<td>502</td>
<td>2.5%</td>
<td>449</td>
<td>89.4%</td>
<td>63</td>
<td>10.6%</td>
</tr>
<tr>
<td>5 to 17 years old</td>
<td>116</td>
<td>0.6%</td>
<td>116</td>
<td>100.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>18 to 64 years old</td>
<td>232</td>
<td>1.2%</td>
<td>269</td>
<td>91.8%</td>
<td>63</td>
<td>18.2%</td>
</tr>
<tr>
<td>65 years old and over</td>
<td>34</td>
<td>0.2%</td>
<td>24</td>
<td>70.6%</td>
<td>20</td>
<td>29.4%</td>
</tr>
<tr>
<td>Other languages</td>
<td>229</td>
<td>1.1%</td>
<td>229</td>
<td>100.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>5 to 17 years old</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>18 to 64 years old</td>
<td>230</td>
<td>1.1%</td>
<td>230</td>
<td>100.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>65 years old and over</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>CITIZENS 10 YEARS AND OVER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All citizens 10 years old and over</td>
<td>16,468</td>
<td>(6)</td>
<td>16,201</td>
<td>98.7%</td>
<td>207</td>
<td>1.3%</td>
</tr>
<tr>
<td>Speak only English</td>
<td>14,902</td>
<td>90.6%</td>
<td>(6)</td>
<td>(6)</td>
<td>(6)</td>
<td>(6)</td>
</tr>
<tr>
<td>Speak a language other than English</td>
<td>1,566</td>
<td>9.4%</td>
<td>1,341</td>
<td>86.6%</td>
<td>207</td>
<td>13.4%</td>
</tr>
<tr>
<td>Spanish</td>
<td>504</td>
<td>4.9%</td>
<td>504</td>
<td>96.0%</td>
<td>111</td>
<td>13.9%</td>
</tr>
<tr>
<td>Other languages</td>
<td>744</td>
<td>4.5%</td>
<td>645</td>
<td>87.1%</td>
<td>95</td>
<td>12.9%</td>
</tr>
<tr>
<td>Language and Category</td>
<td>Estimate</td>
<td>Margin of Error</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------------------</td>
<td>----------</td>
<td>-----------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Crestview city, Florida</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Native</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>20,873</td>
<td>+/- 370</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speak only English</td>
<td>19,788</td>
<td>+/- 455</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speak Spanish:</td>
<td>18,403</td>
<td>+/- 575</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>Speak Spanish:</strong></td>
<td>883</td>
<td>+/- 301</td>
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<tr>
<td>Speak English &quot;very well&quot;</td>
<td>734</td>
<td>+/- 272</td>
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<tr>
<td>Speak English &quot;well&quot;</td>
<td>58</td>
<td>+/- 70</td>
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<tr>
<td>Speak English &quot;not well&quot;</td>
<td>91</td>
<td>+/- 104</td>
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<tr>
<td>Speak English &quot;not at all&quot;</td>
<td>0</td>
<td>+/- 25</td>
<td></td>
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<tr>
<td><strong>Speak other Indo-European languages:</strong></td>
<td>191</td>
<td>+/- 125</td>
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<tr>
<td>Speak English &quot;very well&quot;</td>
<td>173</td>
<td>+/- 113</td>
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<tr>
<td>Speak English &quot;well&quot;</td>
<td>18</td>
<td>+/- 29</td>
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<tr>
<td>Speak English &quot;not well&quot;</td>
<td>0</td>
<td>+/- 25</td>
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</tr>
<tr>
<td>Speak English &quot;not at all&quot;</td>
<td>0</td>
<td>+/- 25</td>
<td></td>
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<tr>
<td><strong>Speak Asian and Pacific Island languages:</strong></td>
<td>199</td>
<td>+/- 183</td>
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<tr>
<td>Speak English &quot;very well&quot;</td>
<td>199</td>
<td>+/- 183</td>
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<tr>
<td>Speak English &quot;well&quot;</td>
<td>0</td>
<td>+/- 25</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Speak English &quot;not well&quot;</td>
<td>0</td>
<td>+/- 25</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Speak English &quot;not at all&quot;</td>
<td>0</td>
<td>+/- 25</td>
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<td><strong>Speak other languages:</strong></td>
<td>112</td>
<td>+/- 141</td>
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<td>Speak English &quot;very well&quot;</td>
<td>112</td>
<td>+/- 141</td>
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<tr>
<td>Speak English &quot;well&quot;</td>
<td>0</td>
<td>+/- 25</td>
<td></td>
<td></td>
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<tr>
<td>Speak English &quot;not well&quot;</td>
<td>0</td>
<td>+/- 25</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Speak English &quot;not at all&quot;</td>
<td>0</td>
<td>+/- 25</td>
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<tr>
<td><strong>Foreign born:</strong></td>
<td>1,085</td>
<td>+/- 296</td>
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<tr>
<td>Speak only English</td>
<td>288</td>
<td>+/- 150</td>
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<td>Speak Spanish:</td>
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<td>Speak English &quot;very well&quot;</td>
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<td>+/- 119</td>
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<td>38</td>
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<td>47</td>
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<td>Speak English &quot;not at all&quot;</td>
<td>0</td>
<td>+/- 25</td>
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<td><strong>Speak other Indo-European languages:</strong></td>
<td>79</td>
<td>+/- 69</td>
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<tr>
<td>Speak English &quot;very well&quot;</td>
<td>51</td>
<td>+/- 57</td>
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<tr>
<td>Speak English &quot;well&quot;</td>
<td>20</td>
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<tr>
<td>Speak English &quot;not well&quot;</td>
<td>8</td>
<td>+/- 16</td>
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<td>Speak English &quot;not at all&quot;</td>
<td>0</td>
<td>+/- 25</td>
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<tr>
<td><strong>Speak Asian and Pacific Island languages:</strong></td>
<td>333</td>
<td>+/- 195</td>
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<td>+/- 188</td>
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<tr>
<td>Speak English &quot;well&quot;</td>
<td>43</td>
<td>+/- 47</td>
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<tr>
<td>Speak English &quot;not well&quot;</td>
<td>29</td>
<td>+/- 34</td>
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<tr>
<td>Speak English &quot;not at all&quot;</td>
<td>11</td>
<td>+/- 26</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Speak other languages:</strong></td>
<td>117</td>
<td>+/- 159</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speak English &quot;very well&quot;</td>
<td>117</td>
<td>+/- 159</td>
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<tr>
<td>Speak English &quot;well&quot;</td>
<td>0</td>
<td>+/- 25</td>
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</tr>
<tr>
<td>Speak English &quot;not well&quot;</td>
<td>0</td>
<td>+/- 25</td>
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</tr>
<tr>
<td>Speak English &quot;not at all&quot;</td>
<td>0</td>
<td>+/- 25</td>
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<td>Subject</td>
<td>Estimate</td>
<td>Margin of Error</td>
<td>Percent</td>
<td>Percent Margin of Error</td>
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<tr>
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<td>----------</td>
<td>-----------------</td>
<td>---------</td>
<td>-------------------------</td>
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<tr>
<td><strong>SEX AND AGE</strong></td>
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<tr>
<td>Total population</td>
<td>22,041</td>
<td>+/-62</td>
<td>22,041</td>
<td>(X)</td>
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</tr>
<tr>
<td>Male</td>
<td>11,081</td>
<td>+/-443</td>
<td>51.6%</td>
<td>+/-1.9</td>
<td></td>
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</tr>
<tr>
<td>Female</td>
<td>11,060</td>
<td>+/-444</td>
<td>48.2%</td>
<td>+/-1.9</td>
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</tr>
<tr>
<td>Under 5 years</td>
<td>2,068</td>
<td>+/-389</td>
<td>9.0%</td>
<td>+/-1.6</td>
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</tr>
<tr>
<td>5 to 9 years</td>
<td>1,963</td>
<td>+/-427</td>
<td>8.8%</td>
<td>+/-1.9</td>
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<td></td>
</tr>
<tr>
<td>10 to 14 years</td>
<td>1,442</td>
<td>+/-363</td>
<td>6.3%</td>
<td>+/-1.6</td>
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<td></td>
</tr>
<tr>
<td>15 to 19 years</td>
<td>1,372</td>
<td>+/-342</td>
<td>6.0%</td>
<td>+/-1.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 to 24 years</td>
<td>2,047</td>
<td>+/-407</td>
<td>9.1%</td>
<td>+/-1.6</td>
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</tr>
<tr>
<td>25 to 34 years</td>
<td>4,356</td>
<td>+/-485</td>
<td>18.0%</td>
<td>+/-2.1</td>
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</tr>
<tr>
<td>35 to 44 years</td>
<td>3,036</td>
<td>+/-442</td>
<td>13.2%</td>
<td>+/-1.9</td>
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<tr>
<td>45 to 54 years</td>
<td>2,574</td>
<td>+/-372</td>
<td>11.2%</td>
<td>+/-1.8</td>
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<tr>
<td>55 to 59 years</td>
<td>1,053</td>
<td>+/-216</td>
<td>4.6%</td>
<td>+/-0.9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>60 to 64 years</td>
<td>970</td>
<td>+/-250</td>
<td>4.3%</td>
<td>+/-1.1</td>
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</tr>
<tr>
<td>65 to 74 years</td>
<td>1,137</td>
<td>+/-261</td>
<td>5.0%</td>
<td>+/-1.1</td>
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<tr>
<td>75 to 84 years</td>
<td>636</td>
<td>+/-100</td>
<td>2.6%</td>
<td>+/-0.8</td>
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<tr>
<td>65 years and over</td>
<td>276</td>
<td>+/-114</td>
<td>1.2%</td>
<td>+/-0.5</td>
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</tr>
<tr>
<td>Median age (years)</td>
<td>30.9</td>
<td>+/-1.4</td>
<td>(X)</td>
<td>(X)</td>
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</tr>
<tr>
<td>16 years and over</td>
<td>16,744</td>
<td>+/-444</td>
<td>73.0%</td>
<td>+/-1.0</td>
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<td></td>
</tr>
<tr>
<td>21 years and over</td>
<td>15,772</td>
<td>+/-469</td>
<td>69.8%</td>
<td>+/-2.1</td>
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<td></td>
</tr>
<tr>
<td>62 years and over</td>
<td>2,026</td>
<td>+/-374</td>
<td>11.5%</td>
<td>+/-1.6</td>
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</tr>
<tr>
<td>65 years and over</td>
<td>2,051</td>
<td>+/-341</td>
<td>8.9%</td>
<td>+/-1.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 years and over</td>
<td>16,744</td>
<td>+/-444</td>
<td>16.744</td>
<td>(X)</td>
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<tr>
<td>Male</td>
<td>8,571</td>
<td>+/-467</td>
<td>51.2%</td>
<td>+/-2.3</td>
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</tr>
<tr>
<td>Female</td>
<td>8,173</td>
<td>+/-421</td>
<td>48.8%</td>
<td>+/-2.3</td>
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<tr>
<td>65 years and over</td>
<td>2,051</td>
<td>+/-341</td>
<td>2.051</td>
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<tr>
<td>Male</td>
<td>690</td>
<td>+/-207</td>
<td>43.4%</td>
<td>+/-7.5</td>
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<tr>
<td>Female</td>
<td>1,161</td>
<td>+/-254</td>
<td>56.6%</td>
<td>+/-7.5</td>
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<tr>
<td>Race</td>
<td>Total Population</td>
<td>One Race</td>
<td>Two or More Races</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>------</td>
<td>-----------------</td>
<td>----------</td>
<td>------------------</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Total</td>
<td>22,941</td>
<td>21,553</td>
<td>1,388</td>
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<td></td>
</tr>
<tr>
<td>One race</td>
<td>21,553</td>
<td>+/+682</td>
<td>93.8%</td>
<td>+/+2.2</td>
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<tr>
<td>Two or more races</td>
<td>1,388</td>
<td>+/+495</td>
<td>6.1%</td>
<td>+/+2.2</td>
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<tr>
<td>White</td>
<td>15,903</td>
<td>+/+718</td>
<td>69.3%</td>
<td>+/+3.1</td>
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<tr>
<td>Black or African American</td>
<td>4,677</td>
<td>+/+562</td>
<td>20.4%</td>
<td>+/+2.5</td>
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<td></td>
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<tr>
<td>American Indian and Alaska Native</td>
<td>75</td>
<td>+/+95</td>
<td>0.3%</td>
<td>+/+0.4</td>
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<tr>
<td>Cherokee tribal grouping</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
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<tr>
<td>Chippewa tribal grouping</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
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<tr>
<td>Navajo tribal grouping</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
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<tr>
<td>Sioux tribal grouping</td>
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<td>+/+25</td>
<td>0.0%</td>
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<tr>
<td>Asian</td>
<td>563</td>
<td>+/+308</td>
<td>2.4%</td>
<td>+/+1.3</td>
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<td></td>
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<tr>
<td>Asian Indian</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
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<tr>
<td>Chinese</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
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<td></td>
</tr>
<tr>
<td>Filipino</td>
<td>233</td>
<td>+/+158</td>
<td>1.0%</td>
<td>+/+0.7</td>
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<tr>
<td>Japanese</td>
<td>15</td>
<td>+/+25</td>
<td>0.1%</td>
<td>+/+0.1</td>
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<tr>
<td>Korean</td>
<td>206</td>
<td>+/+132</td>
<td>0.9%</td>
<td>+/+0.6</td>
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<tr>
<td>Vietnamese</td>
<td>8</td>
<td>+/+16</td>
<td>0.0%</td>
<td>+/+0.1</td>
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<tr>
<td>Other Asian</td>
<td>120</td>
<td>+/+136</td>
<td>0.5%</td>
<td>+/+0.6</td>
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<td></td>
</tr>
<tr>
<td>Native Hawaiian and Other Pacific Islander</td>
<td>37</td>
<td>+/+57</td>
<td>0.2%</td>
<td>+/+0.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Native Hawaiian</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Guamanian or Chamorro</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Samoan</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Pacific Islander</td>
<td>37</td>
<td>+/+57</td>
<td>0.2%</td>
<td>+/+0.2</td>
<td></td>
<td></td>
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<tr>
<td>Some other race</td>
<td>270</td>
<td>+/+242</td>
<td>1.2%</td>
<td>+/+1.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two or more races</td>
<td>1,388</td>
<td>+/+495</td>
<td>6.1%</td>
<td>+/+2.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>White and Black or African American</td>
<td>716</td>
<td>+/+375</td>
<td>3.1%</td>
<td>+/+1.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>White and American Indian and Alaska Native</td>
<td>59</td>
<td>+/+83</td>
<td>0.3%</td>
<td>+/+0.9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>White and Asian</td>
<td>265</td>
<td>+/+157</td>
<td>1.3%</td>
<td>+/+0.7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black or African American and American Indian and Alaska Native</td>
<td>5</td>
<td>+/+10</td>
<td>0.0%</td>
<td>+/+0.1</td>
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</tr>
</tbody>
</table>

Race alone or in combination with one or more other races:

<table>
<thead>
<tr>
<th>Total population</th>
<th>22,941</th>
<th>+/+52</th>
<th>22,941</th>
<th>(X)</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>17,168</td>
<td>+/+529</td>
<td>74.8%</td>
<td>+/+2.7</td>
</tr>
<tr>
<td>Black or African American</td>
<td>5,586</td>
<td>+/+842</td>
<td>24.3%</td>
<td>+/+2.8</td>
</tr>
<tr>
<td>American Indian and Alaska Native</td>
<td>304</td>
<td>+/+265</td>
<td>1.3%</td>
<td>+/+1.2</td>
</tr>
<tr>
<td>Asian</td>
<td>975</td>
<td>+/+355</td>
<td>4.3%</td>
<td>+/+1.5</td>
</tr>
<tr>
<td>Native Hawaiian and Other Pacific Islander</td>
<td>125</td>
<td>+/+104</td>
<td>0.6%</td>
<td>+/+0.5</td>
</tr>
<tr>
<td>Some other race</td>
<td>352</td>
<td>+/+251</td>
<td>1.4%</td>
<td>+/+1.1</td>
</tr>
</tbody>
</table>

Hispanic or Latino and Race:

<table>
<thead>
<tr>
<th>Total population</th>
<th>22,941</th>
<th>+/+52</th>
<th>22,941</th>
<th>(X)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hispanic or Latino (of any race)</td>
<td>1,526</td>
<td>+/+450</td>
<td>6.7%</td>
<td>+/+2.0</td>
</tr>
<tr>
<td>Mexican</td>
<td>506</td>
<td>+/+357</td>
<td>2.6%</td>
<td>+/+1.6</td>
</tr>
<tr>
<td>Puerto Rican</td>
<td>322</td>
<td>+/+227</td>
<td>1.4%</td>
<td>+/+1.0</td>
</tr>
<tr>
<td>Cuban</td>
<td>63</td>
<td>+/+32</td>
<td>0.3%</td>
<td>+/+0.3</td>
</tr>
<tr>
<td>Other Hispanic or Latino</td>
<td>545</td>
<td>+/+297</td>
<td>2.4%</td>
<td>+/+1.3</td>
</tr>
<tr>
<td>Not Hispanic or Latino</td>
<td>21,415</td>
<td>+/+457</td>
<td>93.3%</td>
<td>+/+2.0</td>
</tr>
<tr>
<td>White alone</td>
<td>14,891</td>
<td>+/+779</td>
<td>64.9%</td>
<td>+/+3.4</td>
</tr>
<tr>
<td>Black or African American alone</td>
<td>4,563</td>
<td>+/+566</td>
<td>19.9%</td>
<td>+/+2.5</td>
</tr>
<tr>
<td>American Indian and Alaska Native alone</td>
<td>75</td>
<td>+/+95</td>
<td>0.3%</td>
<td>+/+0.4</td>
</tr>
<tr>
<td>Asian alone</td>
<td>557</td>
<td>+/+307</td>
<td>2.4%</td>
<td>+/+1.3</td>
</tr>
<tr>
<td>Native Hawaiian and Other Pacific Islander alone</td>
<td>37</td>
<td>+/+37</td>
<td>0.2%</td>
<td>+/+0.2</td>
</tr>
<tr>
<td>Some other race alone</td>
<td>20</td>
<td>+/+35</td>
<td>0.1%</td>
<td>+/+0.2</td>
</tr>
<tr>
<td>Two or more races</td>
<td>1,272</td>
<td>+/+490</td>
<td>5.5%</td>
<td>+/+2.1</td>
</tr>
<tr>
<td>Two races including Some other race</td>
<td>0</td>
<td>+/+25</td>
<td>0.0%</td>
<td>+/+0.2</td>
</tr>
<tr>
<td>Two races excluding Some other race, and Three or more races</td>
<td>1,272</td>
<td>+/+490</td>
<td>5.5%</td>
<td>+/+2.1</td>
</tr>
</tbody>
</table>

Total housing units | 6,944 | +/+394 | (X) | (X) |

Citizen, Voting Age Population:

<table>
<thead>
<tr>
<th>Total Population</th>
<th>16,468</th>
<th>+/+486</th>
<th>16,468</th>
<th>(X)</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>8,482</td>
<td>+/+481</td>
<td>51.5%</td>
<td>+/+2.3</td>
</tr>
<tr>
<td>Female</td>
<td>7,986</td>
<td>+/+451</td>
<td>48.5%</td>
<td>+/+2.3</td>
</tr>
</tbody>
</table>
14. **Staff Reports and Recommendation**

c. Preliminary schedule of Outstanding Tasks – Growth Mgmt.
15. **Comments from the Audience**

16. **Adjournment**

Note: Citizen Business is business that was 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. Supporting documents must be submitted at this time to be on the regular agenda. All New Business is for staff and elected officials only, and must be submitted for approval no later than the Wednesday 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.