

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers
15859 West County Road 108
Post Office Box 249
Hilliard, FL 32046

TOWN COUNCIL MEMBERS

John P. Beasley, Mayor
Kenny Sims, Council President
Lee Pickett, Council Pro Tem
Joe Michaels, Councilman
Jared Wollitz, Councilman
Dallis Hunter, Councilman

ADMINISTRATIVE STAFF

Lisa Purvis, Town Clerk
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

AGENDA

THURSDAY, MAY 18, 2023, 7:00 PM

NOTICE TO PUBLIC

Anyone wishing to address the Town Council regarding any item on this agenda is requested to complete an agenda item sheet in advance and give it to the Town Clerk. The sheets are located next to the printed agendas in the back of the Council Chambers. Speakers are respectfully requested to limit their comments to three (3) minutes. A speaker's time may not be allocated to others.

PLEDGE OF CIVILITY

WE WILL BE RESPECTFUL OF ONE ANOTHER
EVEN WHEN WE DISAGREE.
WE WILL DIRECT ALL COMMENTS TO THE ISSUES.
WE WILL AVOID PERSONAL ATTACKS.
"Politeness costs so little." – ABRAHAM LINCOLN

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC HEARING

ITEM-1

Ordinance No. 2023-01 - Amending Chapter 46 Subdivisions - Vacating ROW's
Open Public Hearing
An Ordinance Amending Chapter 46 of the Hilliard Town Code, Subdivisions to
Enact a Process for the Vacation of Public Right-of-Ways within the Town Limits;
Providing for Severability; Providing for Codification; and Providing for an
Effective Date.
Mayor Beasley

Open Public Comment
Close Public Hearing on Ordinance No. 2023-01

TOWN COUNCIL ACTION

Town Council adoption of Ordinance No. 2023-01, on Second and Final Reading.

ITEM-2

Ordinance No. 2023-02 - Amending Chapter 58 Utilities Code
Open Public Hearing
An Ordinance Amending Chapter 58 of the Hilliard Town Code; Amending Article

I. In General; Section 58-6. Extensions of Water and Sewer Mains; Article III. Rates and Charges; Billing and Collection Procedures; Section 58-81. Free Service; Adjustments; Review of Fees and Charges; Section 58-83. Water and Sewer Usage Rates; Section 58-86. Annual Rate Increases Tied to Inflation; and Providing for an Effective Date.

Mayor Beasley

Open Public Comment

Close Public Hearing on Ordinance No. 2023-02

TOWN COUNCIL ACTION

Town Council adoption of Ordinance No. 2023-02, on Second and Final Reading.

ITEM-3

Ordinance No. 2023-03 - Amending Chapter 58 Utilities Code

Open Public Hearing

An Ordinance of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation Regulating the Water and Sewer Usage Rates; In Accordance with the Town Charter Section 4.11 (5) Action Requiring an Ordinance; and further stated in Chapter 58 Utilities of the Town Code; and Providing for an Effective Date.

Mayor Beasley

Call for Public Comment

Close Public Hearing on Ordinance No. 2023-03

TOWN COUNCIL ACTION

Town Council adoption of Ordinance No. 2023-03, on Second and Final Reading.

ITEM-4

Ordinance No. 2023-04 - Dayspring Commons - Comp Plan Text Amendment

Open Public Hearing

An Ordinance of the Town of Hilliard, Florida, Amending the Hilliard Comprehensive Plan Policy A.1.1.3.H., to revise the description of the Institutional Future Land Use Category to add Memory Care, Independent Senior Living Facilities, and to allow Neighborhood Commercial Uses and Offices in the Institutional Future Land Use Category, as part of a Planned Unit Development Zoning for the Institutional Development; Providing for Severability; Repealer, and Providing for an Effective Date.

Mayor Beasley

Call for Public Comment

Close Public Hearing on Ordinance No. 2023-04

TOWN COUNCIL ACTION

Town Council adoption of First Reading and to submit to the State for their review and comments prior to setting Public Hearing and Final Reading.

ITEM-5

Ordinance No. 2023-05 - Dayspring Commons - Comp Plan FLUM Amendment

Open Public Hearing

An Ordinance of the Town of Hilliard, Florida, a Municipal Corporation, Amending the Hilliard Comprehensive Plan, Future Land Use Map Designation of that certain property consisting of approximately 5.97 acres, more or less located off

West Sixth Street and Orange Street and more particularly described in Exhibit "A" Legal Description, Hilliard, Florida, Nassau County Parcel ID: #08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010, from MDR, Medium Density Residential to INS, Institutional; Providing for Severability; Repealer, and Providing for an Effective Date.

Mayor Beasley

Call for Public Comment

Close Public Hearing on Ordinance No. 2023-05

TOWN COUNCIL ACTION

Town Council adoption of First Public Reading and to hold until Ordinance No. 2023-04, Text Amendment comes back from the State to set Public Hearing and Final Reading.

ITEM-6

Ordinance No. 2023-06 - Dayspring Commons - Planned Unit Development Zoning

Open Public Hearing

An Ordinance of the Town of Hilliard, Florida, Rezoning the property consisting of approximately 5.97 acres, more or less located off West Sixth Street and Orange Street and more particularly described in Exhibit "A" Legal Description, Hilliard, Florida, Nassau County Parcel ID: #08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010, from R-2, Single Family to PUD, Planned Unit Development to create the Dayspring Commons PUD; specifically described in Exhibit "B" Written Description, and Exhibit "C" Site Plan; and Providing for Severability; Repealer, and Providing for an Effective Date.

Mayor Beasley

Call for Public Comment

Close Public Hearing on Ordinance No. 2023-06

TOWN COUNCIL ACTION

Town Council adoption of First Reading and to hold until Ordinance No. 2023-04, Text Amendment comes back from the State and to set Public Hearing and Final Reading.

MAYOR **To call on members of the audience wishing to address the Council on matters not on the Agenda.**

REGULAR MEETING

ITEM-7 Additions/Deletions to Agenda

ITEM-8

Town Council approval of the Annual Financial Statements & Audit for the fiscal year ending September 30, 2022.

Lisa Purvis, MMC – Town Clerk

- ITEM-9** Town Council approval of a donation request for the Hilliard Middle Senior High School to send the Future Business Leaders of America, Network Design Team to the National Leadership Conference in Atlanta.
Paul Mizenko – HMSHS FBLA Advisor
- ITEM-10** Town Council discussion and approval to purchase a Christmas Tree to be used at the Town of Hilliard's annual Christmas events.
Alicia Head - Administrative Assistant
- ITEM-11** Town Council Approval of the FY 2023 Revenues and Expenditures Report for the period ending March 31, 2023.
Lisa Purvis, MMC – Town Clerk
- ITEM-12** Town Council approval to use Capital Funds for the extra funds expended to complete the Town Hall Park & Oxford Street Park FRDAP Grant Improvements.
Lisa Purvis, MMC – Town Clerk
- ITEM-13** Town Council approval of the Minutes from the May 4, 2023, Joint Workshop, and the May 4, 2023, Public Hearing & Regular Meeting.
Lisa Purvis, MMC - Town Clerk
- ITEM-14** Town Council approval of Alan Jay Fleet Sales, Payable through April 12, 2023, Project Name: Mosquito Truck in the amount of \$48,162.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$48,162.00.
- ITEM-15** Town Council approval of Alan Jay Fleet Sales, Payable through May 5, 2023, Project Name: Parks & Recreation Truck in the amount of \$33,623.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$33,623.00.
- ITEM-16** Town Council approval of Cantrell Ray Real Estate, LLC, Payable through May 15, 2023, Project Name: Acquire Land on the North Side at the Hilliard Airpark in the amount of \$2,500.00.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$454,000.00
- ITEM-17** Town Council approval of Lampe, Roy & Associates, Inc., Payable through April 17, 2023, Project Name: Acquire Land on the North Side at the Hilliard Airpark in the amount of \$6,600.00.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$454,000.00
- ITEM-18** Town Council approval of Moody Williams Appraisal Group, Payable through April 28, 2023, Project Name: Acquire Land on the North Side at the Hilliard Airpark in the amount of \$2,600.00.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$454,000.00

ADDED ITEMS

ADDITIONAL COMMENTS

PUBLIC

MAYOR & TOWN COUNCIL

ADMINISTRATIVE STAFF

TOWN ATTORNEY

ADJOURNMENT

The Town may take action on any matter during this meeting, including items that are not set forth within this agenda.

TOWN COUNCIL MEETINGS

The Town Council meets the first and third Thursday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

PLANNING & ZONING BOARD MEETINGS

The Planning & Zoning Board meets the second Tuesday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

MINUTES & TRANSCRIPTS

Minutes of the Town Council meetings can be obtained from the Town Clerk's Office. The Meetings are usually recorded but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the Town Clerk to duplicate the recordings, if available, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

TOWN WEBSITE & YOUTUBE MEETING VIDEO

The Town's Website can be access at www.townofhilliard.com.

Live & recorded videos can be access at www.youtube.com search - Town of Hilliard, FL.

ADA NOTICE

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Town Clerk's Office at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

APPEALS

Pursuant to the requirements of Section 286.0105, Florida Statutes, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

PUBLIC PARTICIPATION

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes

official action regardless of whether the issue is on the Agenda. Certain exemptions for emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

EXPARTE COMMUNICATIONS

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Town Council. The exchanges must be disclosed by the Town Council so the public may respond to such exchanges before a vote is taken.

2023 HOLIDAYS

TOWN HALL OFFICES CLOSED

1. Martin Luther King, Jr. Day	Monday, January 16, 2023
2. Memorial Day	Monday, May 29, 2023
3. Independence Day Monday	Tuesday, July 4, 2023
4. Labor Day	Monday, September 4, 2023
5. Veterans Day	Friday, November 10, 2023
6. Thanksgiving Day	Thursday, November 23, 2023
7. Friday after Thanksgiving Day	Friday, November 24, 2023
8. Christmas Eve	Monday, December 25, 2023
9. Christmas Day	Tuesday, December 26, 2023
10. New Year's Eve	Monday, January 1, 2024
11. New Year's Day	Tuesday, January 2, 2024



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council adoption on Second and Final Reading, Ordinance No. 2023-01,
Enacting a process for Vacation of Public Right-of-Ways within the Town Limits.

BACKGROUND:

Town Attorney has reviewed and approved this Ordinance in its final form.

FINANCIAL IMPACT:

The financial impact will be to the applicant.

RECOMMENDATION:

Town Council to adopt Ordinance No. 2023-01 on Second and Final Reading.

To: Nassau County Record
From: Hannah Martinez, Town of Hilliard
Date: April 26, 2023
Re: Legal Advertisements (Edition 05/03/2023)

Please run the following as a legal advertisement in your legal section in your May 3, 2023, edition. Please send proof of publication and invoice to Town of Hilliard:

PUBLIC HEARING NOTICE

The Hilliard Town Council will hold a Public Hearing on May 18, 2023, at 7:00 p.m., in the Council Chambers in the Hilliard Town Hall, located at 15859 West County Road 108, Hilliard, Florida, to hear input regarding Ordinance No. 2023-01. All interested parties may appear at the meeting and be heard with respect to the proposed Ordinance No. 2023-01.

Action on the matter may be taken following the closing of the Public Hearing at the Hilliard Town Council's regular meeting. A copy of the Ordinance which is proposed for Second Reading and Final Adoption is available by calling (904) 845-3555 or emailing lpurvis@townofhilliard.com during normal business hours 9:00 a.m. to 5:00 p.m., Monday through Friday or at www.townofhilliard.com.

ORDINANCE NO. 2023-01

AN ORDINANCE AMENDING CHAPTER 46 OF THE HILLIARD TOWN CODE, SUBDIVISIONS TO ENACT A PROCESS FOR THE VACATION OF PUBLIC RIGHT-OF-WAYS WITHIN THE TOWN LIMITS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons with disabilities requiring accommodations in order to participate in this proceeding should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

Lisa Purvis, MMC
Town Clerk
Town of Hilliard

ORDINANCE NO. 2023-01

AN ORDINANCE AMENDING CHAPTER 46 OF THE HILLIARD TOWN CODE, SUBDIVISIONS TO ENACT A PROCESS FOR THE VACATION OF PUBLIC RIGHT-OF-WAYS WITHIN THE TOWN LIMITS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS the Town Council desires to update the Town Code relating to a process for vacating existing right-of-ways by adopting this ordinance for placement within the Chapter related to Subdivisions; and

WHEREAS the Town Council has determined that the following amendment promotes and protects the general health, safety, and welfare of the residents of the Town of Hilliard by regulating the vacation of existing right-of-ways consistent with applicable Florida law, specifically implementing Town Code Section 46-7.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA:

SECTION 1. The foregoing findings are true and correct and are hereby adopted and made a part hereof.

SECTION 2. Chapter 46 of the Town Code is amended to create a new Section 46-7, which shall be codified as follows:

“Sec. 46-7. Right-of-way vacations.

(a) *Definitions.* The following words, terms, and phrases, when used in Section 46-7, shall have the meanings ascribed to them in this Subsection, except where the context clearly indicates a different meaning:

1. *Vacate.* Vacate shall mean the relinquishment of the Town’s right, title, or interest in a public right-of-way.
2. *Public right-of-way.* A public right-of-way in the Town of Hilliard shall mean public road, street, lane, thoroughfare or travelway that has been platted or dedicated for public purposes such as roads, utilities, or stormwater.

(b) *Review Procedures.*

1. *Application.* An application to vacate a public right-of-way may be submitted by the Town Council, Land Use Administrator, or by a property owner abutting or surrounding the public right-of-way.
 - a. Applicant must submit an application with a statement outlining the reason for the request, and a sketch of description and legal

description of the area to be vacated, including the tax parcel identification number, if applicable. The burden will be on the applicant to show that the request complies with all of the following:

- i. That the request is in conjunction with a new development, redevelopment, or new use of the property;
- ii. That the request is in the “public interest” (defined as something that benefits the public as a whole, not just a singular property owner – such as increasing size of property);
- iii. That the request will not adversely affect surrounding property owners; and
- iv. That the request conforms with utility company regulations by providing a letter from each utility company stating they approve or disapprove the vacate.

2. *Board review.* Applications to vacate a public right-of-way shall be reviewed by the Planning and Zoning Board and the Town Council according to the criteria provided in this section, with notice of the board hearings provided in accordance with law and this article. The Planning and Zoning Board’s review shall be a recommendation to the Town Council. Prior to the public hearing before the Planning and Zoning Board, the application shall be reviewed by the Land Use Administrator in accordance with the development plan review process as stated in Section 46-7.
 3. *Fees.* The application shall be accompanied by a fee, which amount shall be determined by a fee schedule passed by a resolution of the Town Council. Any fees incurred by the Town in order to process the application, including advertising, mailing, and legal fees, shall also be charged to the applicant and be payable prior to any vacating of the right-of-way being recorded or final.
- (c) *Review criteria.* Rights-of-way may only be vacated by the Town Council upon its finding that the criteria in both 1. and 2. as provided below have been met:

1. *Public Interest.* The public right-of-way no longer serves a public purpose and the vacation of the public right-of-way is in the public interest, which shall be based on a consideration of the following:
 - a. Whether the public benefits from the use of the subject right-of-way as part of the city street system;
 - b. Whether the proposed action is consistent with the Comprehensive Plan;

- c. Whether the proposed vacation is consistent with the minimum block size requirements and other applicable street connectivity standards;
 - d. Whether the proposed action would deny access to private property;
 - e. The effect of the proposed action upon public safety;
 - f. The effect of the proposed action upon the safety of pedestrians and vehicular traffic;
 - g. The effect of the proposed action upon the provision of municipal services including, but not limited to, emergency service and waste removal;
 - h. The necessity to relocate utilities both public and private; and
 - i. The effect of the proposed action on the design and character of the area.
2. *Streets*. If the public right-of-way is a street, the city shall not vacate the right-of-way except if the following additional criteria are met:
- a. The loss of the street will not foreclose reasonably foreseeable future bicycle/pedestrian use;
 - b. There is no reasonably foreseeable need for any type of transportation corridor for the area.

(d) *Notice requirements.*

1. *Specific Notice Requirements for Vacations*. Public hearing notices to vacate a public right-of-way or portion thereof shall be published in a manner consistent with Florida and Town law regarding ordinances.
2. *Neighbors*. If the parcel to be vacated includes an alley, all property owners serviced by the alley and all property owners serviced by a connecting alley shall be noticed.
3. *Petitioner's Responsibility*. The Town, Town Council, and all officers, employees, and agents thereof shall not assume any responsibility or liability for any matters and things to be done or completed by the petitioner pursuant to the provisions hereof. It is recognized that this procedure may affect substantial interests in real property and other proprietary rights, and the petitioner shall assume full and complete responsibility for compliance with the requirements of law, and these procedures in connection with or

arising out of any vacation proceedings instituted by the petitioner, including the payment of all fees required by this Section.”

SECTION 3. This Ordinance shall become effective upon its passage.

SECTION 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction such portion shall not affect the validity of the remaining portion of this Ordinance.

ADOPTED this _____ day of _____, 2023, by the Hilliard Town Council.

Kenneth A. Sims
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

First Reading:	April 20, 2023
Publication Date:	May 3, 2023
Public Hearing:	May 18, 2023
Second/Final Reading:	May 18, 2023



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council adoption on Second and Final Reading, Ordinance No. 2023-02,
Amending Chapter 58 Utilities Code.

BACKGROUND:

Ordinance No. 2023-02, includes the following amendments:

Tap Fees will no longer state that 60' of standard service connection shall be included in all approved tap-ins. The current water and sewer tap-in fees correctly identify the 60' of standard line. As follows:

Water single short being on the same side of the road and Water single long being on the opposite side of the road.

Sewer single service and Sewer double service.

Rates will be regulated by ordinance in the Town Code as stated in the Town Charter.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Town Council to adopt Ordinance No. 2023-02 on Second and Final Reading.

To: Nassau County Record
From: Hannah Martinez, Town of Hilliard
Date: April 26, 2023
Re: Legal Advertisements (Edition 05/03/2023)

Please run the following as a legal advertisement in your legal section in your May 3, 2023, edition. Please send proof of publication and invoice to Town of Hilliard:

PUBLIC HEARING NOTICE

The Hilliard Town Council will hold a Public Hearing on May 18, 2023, at 7:00 p.m., in the Council Chambers in the Hilliard Town Hall, located at 15859 West County Road 108, Hilliard, Florida, to hear input regarding Ordinance No. 2023-02. All interested parties may appear at the meeting and be heard with respect to the proposed Ordinance No. 2023-02.

Action on the matter may be taken following the closing of the Public Hearing at the Hilliard Town Council's regular meeting. A copy of the Ordinance which is proposed for Second Reading and Final Adoption is available by calling (904) 845-3555 or emailing lpurvis@townofhilliard.com during normal business hours 9:00 a.m. to 5:00 p.m., Monday through Friday or at www.townofhilliard.com.

ORDINANCE NO. 2023-02

AN ORDINANCE AMENDING CHAPTER 58 OF THE HILLIARD TOWN CODE; AMENDING ARTICLE 1. IN GENERAL; SECTION 58-6. EXTENSIONS OF WATER AND SEWER MAINS; ARTICLE III. RATES AND CHARGES; BILLING AND COLLECTION PROCEDURES; SECTION 58-81. FREE SERVICE; ADJUSTMENTS; REVIEW OF FEES AND CHARGES; SECTION 58-83. WATER AND SEWER USAGE RATES; SECTION 58-86. ANNUAL RATE INCREASES TIED TO INFLATION; AND PROVIDING FOR AN EFFECTIVE DATE.

PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons with disabilities requiring accommodations in order to participate in this proceeding should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

Lisa Purvis, MMC
Town Clerk
Town of Hilliard

ORDINANCE NO. 2023-02

AN ORDINANCE AMENDING CHAPTER 58 OF THE HILLIARD TOWN CODE; AMENDING ARTICLE 1. IN GENERAL; SECTION 58-6. EXTENSIONS OF WATER AND SEWER MAINS; ARTICLE III. RATES AND CHARGES; BILLING AND COLLECTION PROCEDURES; SECTION 58-81. FREE SERVICE; ADJUSTMENTS; REVIEW OF FEES AND CHARGES; SECTION 58-83. WATER AND SEWER USAGE RATES; SECTION 58-86. ANNUAL RATE INCREASES TIED TO INFLATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS the Town Council desires to update the Town Code relating to match what is included in all approved tap-ins to be consistent with the resolution of fees and charges for the water and sewer services; and

WHEREAS the Town Council has determined that the Town Code Chapter 58 Utilities is not in compliance with the Town's Charter Section 4.11. (5) Action requiring an ordinance; and

WHEREAS the Town Code Chapter 58 Utilities states in Section 58-81. Free service; adjustments; review of fees and charges shall be set by resolution; and

WHEREAS the Town Code Chapter 58 Utilities states in Section 58-83. (a). Water and sewer use rate are established by resolution; and

WHEREAS the Town Code Chapter 58 Utilities states in Section 58-86. Annual rate increases tied to inflation shall be subject to approval or adjustment by the town council by resolution; and

WHEREAS the Town Council wishes to amend certain sections of Chapter 58 Utilities to regulate the rates charged for water and sewer consumption by ordinance and all other water and sewer services fees and charges to remain by resolution; and

NOW, THEREFORE, BE IT ORDAINED, by the Town Council of the Town of Hilliard, Florida, that the following Sections of the Hilliard Town Code, shall be amended as follows:

Section 1.

Sec. 58-6. (2) - Extensions of water and sewer mains, of the Hilliard Town Code is hereby amended to read as follows:

(2) All approved tap-ins shall include ~~up to 60 feet of the~~ standard service connection as defined by resolution for water and sewer fees and charges. ~~line at no cost to the customer. Any service line exceeding 60 feet that the town installs~~

shall be charged to the customer ~~shall be~~ at an amount equal to the town's cost, plus 30 percent.

Section 2.

Sec. 58-81. Free service; adjustments; review of fees and charges, of the Hilliard Town Code is hereby amended to read as follows:

No water or sewage disposal service, tap-in, turn-on or turn-off, shall be furnished or rendered free of charge, nor at any lesser rate unless so stated in an amending ordinance of the town, to any person, firm, corporation or governmental agency whatsoever. No adjustment shall be made to water or sewage bills in which the usage occurred on the customer's side of the meter, except as so stated in section 58-83(b). The town council shall conduct, annually during the budget process, a review of rates ~~charges and fees~~ for water and sewer services, and it shall set such rates ~~fees and charges~~ as are necessary to adequately maintain, repair and replace the system by ordinance. ~~resolution~~. Water and sewer usage rates shall increase annually using the Municipal Cost Index as set forth in this chapter. All other fees and charges for water and sewer services shall be reviewed annually and adjusted to adequately maintain, repair and replace the system by resolution.

Section 3.

Sec. 58-83. (a) Water and sewer usage rates, of the Hilliard Town Code is hereby amended to read as follows:

(a) The monthly water and sewer use rates are as established by ordinance ~~resolution~~ of the town council. All users of the town's water and/or sewer system that live outside of the town's geographical limits shall pay 150 percent of the customer's monthly water and/or sewer bill. Churches that have a current sales tax exemption certificate from the State of Florida, or property tax exemption, shall be charged in accordance with the residential water and/or sewer usage rates. Water and sewer usage rates shall increase annually using the Municipal Cost Index as set forth in this chapter.

Section 4.

Sec. 58-86. Annual rate increases tied to inflation, of the Hilliard Town Code is hereby amended to read as follows:

Effective October 1st of every year, the rates subject to annual cost adjustment as set forth above shall be increased by a percentage equal to the annual increase in the Municipal Cost Index ("MCI") published by American City & County Magazine. The MCI is a weighted average, using 2005 as the base year, of the consumer price index, producer price index for industrial commodities, and

construction cost index. Notwithstanding anything to the contrary herein, any such rate increase shall be subject to approval or adjustment by the town council by ordinance. ~~resolution~~.

Section 5.

Effective date. This ordinance shall become effective upon its passage.

ADOPTED this _____ day of _____, 2023, by the Hilliard Town Council.

Kenneth A. Sims
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

First Reading:	April 20, 2023
Publication Date:	May 3, 2023
Public Hearing:	May 18, 2023
Second/Final Reading:	May 18, 2023



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council adoption on Second and Final Reading Ordinance No. 2023-03, Regulating the Water & Sewer Rates; in accordance with the Town Charter Section 4.11 (5) Action Requiring an Ordinance.

BACKGROUND:

Sec. 58-86. Annual rate increases tied to inflation.

Effective October 1st of every year, the rates subject to annual cost adjustment as set forth above shall be increased by a percentage equal to the annual increase in the Municipal Cost Index ("MCI") published by American City & County Magazine. The MCI is a weighted average, using 2005 as the base year, of the consumer price index, producer price index for industrial commodities, and construction cost index. Notwithstanding anything to the contrary herein, any such rate increase shall be subject to approval or adjustment by the town council by resolution.

(Ord. No. 2010-03, § 6, 10-7-2010)

The October 2022 MCI increased by 8.01% over the October 2021.

The Town of Hilliard's Revenues over Expenditures at the end of the 2021/2022 fiscal year were a negative \$331,451.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Town Council to adopt Ordinance No. 2023-03 on Second and Final Reading.

To: Nassau County Record
From: Hannah Martinez, Town of Hilliard
Date: April 26, 2023
Re: Legal Advertisements (Edition 05/03/2023)

Please run the following as a legal advertisement in your legal section in your May 3, 2023, edition. Please send proof of publication and invoice to Town of Hilliard:

PUBLIC HEARING NOTICE

The Hilliard Town Council will hold a Public Hearing on May 18, 2023, at 7:00 p.m., in the Council Chambers in the Hilliard Town Hall, located at 15859 West County Road 108, Hilliard, Florida, to hear input regarding Ordinance No. 2023-03. All interested parties may appear at the meeting and be heard with respect to the proposed Ordinance No. 2023-03.

Action on the matter may be taken following the closing of the Public Hearing at the Hilliard Town Council's regular meeting. A copy of the Ordinance which is proposed for Second Reading and Final Adoption is available by calling (904) 845-3555 or emailing lpurvis@townofhilliard.com during normal business hours 9:00 a.m. to 5:00 p.m., Monday through Friday or at www.townofhilliard.com.

ORDINANCE NO. 2023-03

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION REGULATING THE WATER AND SEWER USAGE RATES; IN ACCORDANCE WITH THE TOWN CHARTER SECTION 4.11 (5) ACTION REQUIRING AN ORDINANCE; AND FURTHER STATED IN CHAPTER 58 UTILITIES OF THE TOWN CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons with disabilities requiring accommodations in order to participate in this proceeding should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

Lisa Purvis, MMC
Town Clerk
Town of Hilliard

ORDINANCE NO. 2023-03

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION REGULATING THE WATER AND SEWER USAGE RATES; IN ACCORDANCE WITH THE TOWN CHARTER SECTION 4.11 (5) ACTION REQUIRING AN ORDINANCE; AND FURTHER STATED IN CHAPTER 58 UTILITIES OF THE TOWN CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Hilliard has found it necessary to adopt Ordinance No. 2023-03 to ensure adequate funds to pay for the annual debt service and annual operating and maintenance costs for the water and wastewater treatment plants and in an effort to meet the goals of USDA Rural Development with respect to sufficient revenue to fund the municipal bond payments and the goals of the St. John's River Water Management District with respect to encouraging conservation; and

WHEREAS, Article IV. Town Council, Section 4.11. Action requiring an ordinance of the Town Charter requires the Town Council to regulate the rate charged for its public utilities by ordinance; and

WHEREAS, Chapter 58 of the Hilliard Utilities Code, states that the Town Council shall conduct, annually a review of charges and fees for water and sewer services, and it shall set such fees and charges as are necessary to adequately maintain, repair and replace the system by ordinance. Water and sewer usage rates shall increase annually using the Municipal Cost Index as set forth in this chapter; and

NOW, THEREFORE, BE IT ORDAINED, by the Town Council of the Town of Hilliard, Florida, has established that the following Water and Sewer Usage Rates for said Town and based on the Municipal Cost Index "MCI" published by American City & County Magazine for October 2022, as an attachment to this ordinance.

THIS ORDINANCE adopted this _____ day of _____, _____, by the Town Council of the Town of Hilliard, Florida, and shall become effective based on rates billed that are payable on or thereafter, _____.

Kenneth A. Sims
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

First Reading:	April 20, 2023
W&S Billing Notice:	May 1, 2023
Publication Date:	May 3, 2023
Public Hearing:	May 18, 2023
Second/Final Reading:	May 18, 2023

**ATTACHMENT
TOWN OF HILLIARD
ORDINANCE NO. 2023-03
WATER & SEWER RATES**

SECTION 1. WATER & SEWER USAGE RATES AND TAXES
8.01% INCREASE (October 2022 Municipal Cost Index)

The monthly water and sewer use rates for residential property are established as follows:

BASE CHARGE	WATER	SEWER
	\$16.86	\$21.08

The Base Charge shall be prorated for the portion of the month in which service was in use.

In addition to the Base Charge, the charge for usage shall also include a charge based on the gallons used as follows:

FIRST INCREMENT (0-6,000 gallons)	SECOND INCREMENT (over-6,000 gallons)
WATER \$3.16 per whole thousand	WATER \$5.62 per whole thousand
SEWER \$3.96 per whole thousand	SEWER \$5.62 per whole thousand

The monthly water and sewer use rates for commercial property are established as follows:

BASE CHARGE	WATER	SEWER
	\$39.35	\$48.83

The Base Charge shall be prorated for the portion of the month in which service was in use.

In addition to the Base Charge, the charge for usage shall also include a charge based on the gallons used as follows:

FIRST INCREMENT (0-2,000 gallons)	SECOND INCREMENT (2,001-10,000 gallons)	THIRD INCREMENT (over-10,000 gallons)
WATER \$1.39 per whole thousand	WATER \$4.21 per whole thousand	WATER \$5.62 per whole thousand
SEWER \$2.81 per whole thousand	SEWER \$5.62 per whole thousand	SEWER \$7.01 per whole thousand

TAXES

A public service tax of 5% shall be added to the water service rates.



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Lee Anne Wollitz – Land Use Administrator***

SUBJECT: Planning and Zoning Board recommendation to the Town Council for a Text change to the Comprehensive Plan for applicant Douglas Adkins, Dayspring Health LLC.

BACKGROUND:

Applicant Douglas Adkins, Dayspring Health LLC. is requesting a Text amendment to the Comprehensive Plan to allowing certain non-residential uses in the Institutional district.

An application for a Future Land Use Map change as well as a PUD application accompanies this property.

The Planning and Zoning Board considered this item at their March 14, 2023, meeting.

RECOMMENDATION:

At the Planning and Zoning Board meeting March 14, 2023, a motion was made to recommend the proposed Text Change to the Comprehensive Plan to the Town Council for approval.

This Recommendation passed 3-0 with two board members absent.



AGENDA ITEM REPORT
COMPREHENSIVE PLAN TEXT AMENDMENT
APPLICATION #20221229

1. Applicant Information:

Applicant – Courtney Gaver
 Roger Towers, P.A
 100 Whetstone Place, Suite 200
 St. Augustine, Florida 32086

Owner – Dayspring Health, LLC
 c/o Douglas Adkins
 P.O. Box 1080
 Hilliard, Florida 32046

2. Property Information

Parcel ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010
 Future Land Use Map Designation: MDR – Medium Density Residential
 Current Zoning: R-2
 Acres: approximately 5.97 acres

3. Description: Ms. Gaver initially submitted a site specific Comprehensive Plan text amendment to the Institutional Future Land Use category to allow the subject property to be developed as Dayspring Commons PUD. The applicant also submitted companion applications to amend the Future Land Use Map designation for the property and to rezone the property to PUD, Planned Unit Development.

After initial review of the Comprehensive Plan Text amendment application, staff recommended changes to the proposed text amendment and eliminated the need for a site specific text amendment. The applicant agreed with the Comprehensive Plan text amendment proposed by staff.

4. Proposed Text Amendment – The following is the proposed text amendment to the Comprehensive Plan Future Land Use Element – Policy A.1.1.3 H:

Policy A.1.1.3 H. Institutional

Lands designated in this category are those used for the construction of public service structures such as schools, police, fire, and other governmental buildings, potable water, sanitary sewer treatment, stormwater/drainage control structures, roadways, and other infrastructure facilities. Other lands designated as Institutional may include churches, schools, hospitals, nursing homes, assisted living facilities, memory care, independent senior living facilities, and other structures facilities licensed by the State of Florida generally under private or not for profit ownership that serve the general public. Supportive uses including neighborhood related commercial, retail and professional offices allowed in the MSC, Main Street Commercial/C-N zoning Districts may also be permitted as part of a planned unit development zoning for the Institutional development. Supportive uses are limited to 30% of the square footage of the institutional structures. Institutional land uses will be permitted an intensity of use up to 50 percent of lot/parcel coverage not to include parking or drainage facilities. Building height shall not exceed 35 feet.

5. Consistency with the Goals, Objectives, Policies of the Comprehensive Plan – The proposed text amendment is consistent with the following policies in the Comprehensive plan:

Goal A.1

Hilliard shall manage future development with balanced growth through the implementation of land use policies that improve the quality of life and maintain small town character of Hilliard.

Policy A.1.1.5

Planned Unit Developments (PUDs) shall be encouraged and included in the Land development regulation.

Policy A.1.2.1

New development may be constructed only in those areas where Town utility services are available or can be extended to serve the new development.

6. Recommendation

The proposed text amendment is consistent with the Goals, Objectives, Policies of the Comprehensive Plan and is recommended for approval. The text change would apply to any property in the Town designated in the Institutional Future Land Use Map category.

DATE: April 20, 2023
 TO: Nassau County Record
 FROM: Hannah Martinez, Town of Hilliard
 RE: Advertisement

- Please place the following advertisement in your April 26, 2023, edition.
- Please do not deviate from the specified language.
- The notice should be two columns wide by 10 inches long.
- Do not place in the classified or legal section or an obscure portion of the newspaper.
- Headline in type no smaller than 18 Point.
- Please send Proof of Publications, as soon as possible.

**NOTICE OF PUBLIC HEARING
 PROPOSED TEXT AMENDMENTS TO
 THE TOWN OF HILLIARD COMPREHENSIVE PLAN**

FIRST READING OF ORDINANCE 2023-04

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, AMENDING THE HILLIARD COMPREHENSIVE PLAN POLICY A.1.1.3.H., TO REVISE THE DESCRIPTION OF THE INSTITUTIONAL FUTURE LAND USE CATEGORY TO ADD MEMORY CARE, INDEPENDENT SENIOR LIVING FACILITIES, AND TO ALLOW NEIGHBORHOOD COMMERCIAL USES AND OFFICES IN THE INSTITUTIONAL FUTURE LAND USE CATEGORY, AS PART OF A PLANNED UNIT DEVELOPMENT ZONING FOR THE INSTITUTIONAL DEVELOPMENT; PROVIDING FOR SEVERABILITY; REPEALER, AND PROVIDING FOR AN EFFECTIVE DATE.

The Town Council of the Town of Hilliard, Florida proposes to adopt Ordinance 2023-04 which will amend the Hilliard Comprehensive Plan Policy A.1.1.3.H. to revise the description of the Institutional Future Land Use Category. The following Public Hearing has been scheduled:

Town Council - Thursday, May 18, 2023, at 7:00 p.m.

The Public Hearing will be held in the Hilliard Town Hall Council Chambers, located at 15859 West County Road 108, Hilliard, Florida, 32046.

Action on the matter may be taken following the closing of the Public Hearing. A copy of Ordinance No. 2023-04, with the proposed amendments to the Comprehensive Plan, is available for inspection and copying at Town Hall during normal business hours 9:00 a.m. to 5:00 p.m., Monday through Friday.

PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, the following notification is given: If a person decides to appeal any decision made by the Town Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons with disabilities requiring accommodation in order to participate in this proceeding should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodation.

Town of Hilliard
Janis K. Fleet, AICP, Town Planning Consultant
Lisa Purvis, MMC, Town Clerk

ORDINANCE NO. 2023-04

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, AMENDING THE HILLIARD COMPREHENSIVE PLAN POLICY A.1.1.3.H., TO REVISE THE DESCRIPTION OF THE INSTITUTIONAL FUTURE LAND USE CATEGORY TO ADD MEMORY CARE, INDEPENDENT SENIOR LIVING FACILITIES, AND TO ALLOW NEIGHBORHOOD COMMERCIAL USES AND OFFICES IN THE INSTITUTIONAL FUTURE LAND USE CATEGORY, AS PART OF A PLANNED UNIT DEVELOPMENT ZONING FOR THE INSTITUTIONAL DEVELOPMENT; PROVIDING FOR SEVERABILITY; REPEALER, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 166, Florida Statutes, empowers the Hilliard Town Council to prepare and enforce a Comprehensive Plan for the development of the Town; and

WHEREAS, Sections 163.3161 through 163.3215, Florida Statutes, the Local Government Comprehensive Planning and Land Development Regulation Act, empowers and requires the Town Council of Hilliard to (a) plan for the Town's future development and growth; (b) adopt and amend Comprehensive Plans, or elements or portions thereof, to guide the future growth and development of the Town, (c) implement adopted or amended Comprehensive Plans by the adoption of appropriate land development regulations; and (d) establish, support, and maintain administrative instruments and procedures to carry out the provisions and purpose of the Act; and

WHEREAS, the Town of Hilliard proposed certain revisions and modifications to the text of the Hilliard Comprehensive Plan Policy A.1.1.3.H., to revise the description of the Institutional Future Land Use Category, which are more particularly set forth in Exhibit A, attached hereto, and incorporated herein by reference; and

WHEREAS, pursuant to Section 163.3174(1), Florida Statutes, the Town Council of Hilliard, duly designated the Planning and Zoning Board as the Local Planning Agency for the Town of Hilliard; and

WHEREAS, the Town of Hilliard Planning & Zoning Board, held a duly noticed public hearing on March 14, 2023, regarding the Comprehensive Plan text amendment to revise Policy A.1.1.3.H; and

WHEREAS, the Town of Hilliard Planning and Zoning Board, has reviewed the proposed text amendment Comprehensive Plan amendment revise Policy A.1.1.3.H. and found it to be consistent with the Town's Comprehensive Plan and recommended on March 14, 2023, the text amendment to Hilliard Comprehensive Plan Policy A.1.1.3.H. to the Town Council for approval; and

WHEREAS, pursuant to Section 163.3184, Florida Statutes, on, _____, 2023 and on _____, 2023 the Town of Hilliard Town Council held a public hearing on this proposed text amendment to Hilliard Comprehensive Plan Policy A.1.1.3.H. with public notice having been provided and having considered all comments received during the public hearings, the recommendations of the Planning and Zoning Board; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, AS FOLLOWS:

SECTION 1. PURPOSE AND INTENT. This Ordinance is enacted to carry out the purpose and intent of, and exercise the authority set out in the Local Government Comprehensive Planning and Land Development Regulation Act, Sections 163.3161 through 163.3215, Florida Statutes, and Chapter 166, Florida Statutes, as amended.

SECTION 2. APPROVAL OF TEXT AMENDMENT. The Town Council hereby approves the text amendment to Hilliard Comprehensive Plan Policy A.1.1.3.H. set forth in **Exhibit A**, attached hereto.

SECTION 3. REPEALER. Any Ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 4. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

SECTION 5. EFFECTIVE DATE. This Ordinance shall take effect immediately upon final adoption.

ADOPTED this _____ day of _____, _____, by the Hilliard Town Council.

Kenneth A. Sims
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

Planning & Zoning Board Publication:	December 21, 2022
Planning & Zoning Board Public Hearing:	March 14, 2023
Town Council First Publication:	April 26, 2023
Town Council First Public Hearing:	May 18, 2023
Town Council Second Publication:	
Town Council Second Public Hearing:	

EXHIBIT A*Policy A.1.1.3 H. Institutional*

Lands designated in this category are those used for the construction of public service structures such as schools, police, fire, and other governmental buildings, potable water, sanitary sewer treatment, stormwater/drainage control structures, roadways, and other infrastructure facilities. Other lands designated as Institutional may include churches, schools, hospitals, nursing homes, assisted living facilities, memory care, independent senior living facilities, and other structures facilities licensed by the State of Florida ~~generally~~ under private or not for profit ownership that serve the general public. Supportive uses including neighborhood related commercial, retail and professional offices allowed in the MSC, Main Street Commercial/C-N zoning Districts may also be permitted as part of a planned unit development zoning for the Institutional development. Supportive uses are limited to 30% of the square footage of the institutional structures. Institutional land uses will be permitted an intensity of use up to 50 percent of lot/parcel coverage not to include parking or drainage facilities. Building height shall not exceed 35 feet.

**FOR OFFICE USE ONLY**

ITEM-4

File # 20221229
Application Fee: \$1500.00 Paid chk # 991233638 AM
Filing Date: 12.29.2022
Acceptance Date: _____

Comprehensive Plan Amendment Application (50+ Acres and/or Text Amendment)

A. PROJECT

1. Project Name: Dayspring Commons
2. Address/Location of Subject Property: West Sixth Street and Orange Street, northeast of U.S. Highway 1
08-3N-24-2380-0024-0040; 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031
3. Parcel ID Number(s): 08-3N-24-2380-0037-0020; 08-3N-24-2380-0024-0010;
08-3N-24-2380-0039-0025; & 08-3N-24-2380-0037-0010
4. Existing Use of Property: Vacant Residential
5. Future Land Use Map Designation: Medium Density
6. Existing Zoning Designation: Single-Family R-2 (companion PUD rezoning application filed)
7. Proposed Future Land Use Map Designation: Institutional w/text amendment allowing certain non-
residential uses
8. Acreage: 6.61

B. APPLICANT

1. Applicant's Status ☐ Owner (title holder) ☐ Agent
2. Name of Applicant(s) or Contact Person(s): Courtney P. Gaver Title: Attorney
Company (if applicable): Rogers Tower, P.A.
Mailing address: 100 Whetstone Place, Suite 200
City: St. Augustine State: Florida ZIP: 32086
Telephone: (904) 473-1388 FAX: () e-mail: cgaver@rtlaw.com
3. If the applicant is agent for the property owner*
Name of Owner (title holder): Dayspring Health, LLC c/o Douglas Adkins
Mailing address: P.O. Box 1080
City: Hilliard State: Florida ZIP: 32046
Telephone: (904) 845-2362 FAX: () e-mail: doug@dayspring.health

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. ATTACHMENTS (One copy reduced to no greater than 11 x 17, plus one copy in PDF format.)

1. Statement of proposed change
2. Map showing the proposed Future Land Use Map amendment and Future Land Use Map designations on surrounding properties.
3. Infrastructure Impact Analysis - Address the impact on the following public facilities:
 - a. Potable water
 - b. Sanitary sewer
 - c. Transportation, a traffic study may be required
 - d. Solid waste
 - e. Recreation
 - f. Stormwater
 - g. Public schools.
4. Analysis of Consistency with the Town of Hilliard Comprehensive Plan (identify specific Goals, Objectives, and Policies and describe in detail how the application complies with the noted Goal, Objective, or Policy.)
5. A current aerial map (Maybe obtained from the Nassau County Property Appraiser.)
6. Legal description with tax parcel number.
7. Boundary survey
8. Vicinity Map
9. Warranty Deed or the other proof of ownership
10. Application Fee.
 - a. Future Land Use Map Amendments - \$1,500 plus \$20 per acre
 - b. Text Amendment to Comprehensive Plan - \$1,500 per element
 - c. All applications must pay the cost of postage, signs, advertisements, and the fee for any outside consultants.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

All 10 attachments are required for a complete application. A completeness review of the application will be conducted within fourteen (14) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:



Signature of Applicant

Courtney P. Gaver

Typed or printed name and title of applicant

12-28-2022

Date

State of Florida

County of St. Johns County

Signature of Co-applicant

Typed or printed name of co-applicant

Date

The foregoing application is acknowledged before me this 28th day of December, 2022 by Courtney

P. Gaver

as identification.

who is/are personally known to me, or who has/have produced

Signature of Notary Public, State of



Town of Hilliard ♦ 15859 West CR 108 ♦ Hilliard, FL 32046 ♦ (904) 845-3555





Courtney P. Gaver

904.473.1388
CGaver@rtlaw.com

100 Whetstone Place, Suite 200
St. Augustine, Florida 32086

904.824.0879 Main
904.396.0663 Fax
www.rtlaw.com

ITEM-4

December 28, 2022

VIA OVERNIGHT MAIL & E-MAIL

Town of Hilliard
Attn: Janis K. Fleet, AICP
15859 County Road 108
Hilliard, Florida 32046
Jfleet@townofhilliard.com

**RE: Dayspring Commons/Applications for Small-Scale Comprehensive Plan
Amendment and Planned Unit Development Rezoning**

Dear Ms. Fleet:

On behalf of Dayspring Health, LLC ("Applicant"), please see enclosed the Application for Comprehensive Plan Text Amendment along with the \$1,500 application fee as requested. If you have any other questions on this matter, please do not hesitate to reach out.

Sincerely,

ROGERS TOWERS, P.A

Courtney P. Gaver

Enclosure

cc: Lee Anne Wollitz, Land Use Administrator (via e-mail)
Town Clerk Lisa Purvis (via e-mail)
Hannah Martinez (via e-mail)
Doug Adkins

RECEIVED
DEC 29 2022
TOWN OF HILLIARD



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Lee Anne Wollitz – Land Use Administrator***

SUBJECT: Planning and Zoning Board recommendation to the Town Council for a change to the Future Land Use Map “FLUM”. Parcel ID No. 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, 08-3N-24-2380-0037-0010, for applicant Douglas Adkins, Dayspring Health LLC

BACKGROUND:

Mr. Doug Adkins has submitted application to amend the Future Land Use Map for the property with the Parcel ID No. 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, 08-3N-24-2380-0037-0010. This Property is 6.61 acres that lies at the intersection of West Sixth Street and Orange Street, northeast of US HWY 1.

The property has a Future Land Use Map “FLUM” designation of Medium Density Residential “MDR”. The Owner is proposing to change the FLUM designation of the property to Institutional.

An application for a Text Amendment change to the Comprehensive Plan as well as a PUD application accompanies this property.

The Planning and Zoning Board considered this item at their March 14, 2023, meeting.

RECOMMENDATION:

At the Planning and Zoning Board meeting March 14, 2023, a motion was made to recommend the proposed FLUM Change to the Town Council for approval.

This Recommendation passed 3-0 with two board members absent.



AGENDA ITEM REPORT
FUTURE LAND USE MAP AMENDMENT
MDR, MEDIUM DENSITY RESIDENTIAL TO INS, INSTITUTIONAL
APPLICATION #20221123.2

1. Applicant Information:

Applicant – Courtney Gaver
 Roger Towers, P.A
 100 Whetstone Place, Suite 200
 St. Augustine, Florida 32086

Owner – Dayspring Health, LLC
 c/o Douglas Adkins
 P.O. Box 1080
 Hilliard, Florida 32046

2. Property Information

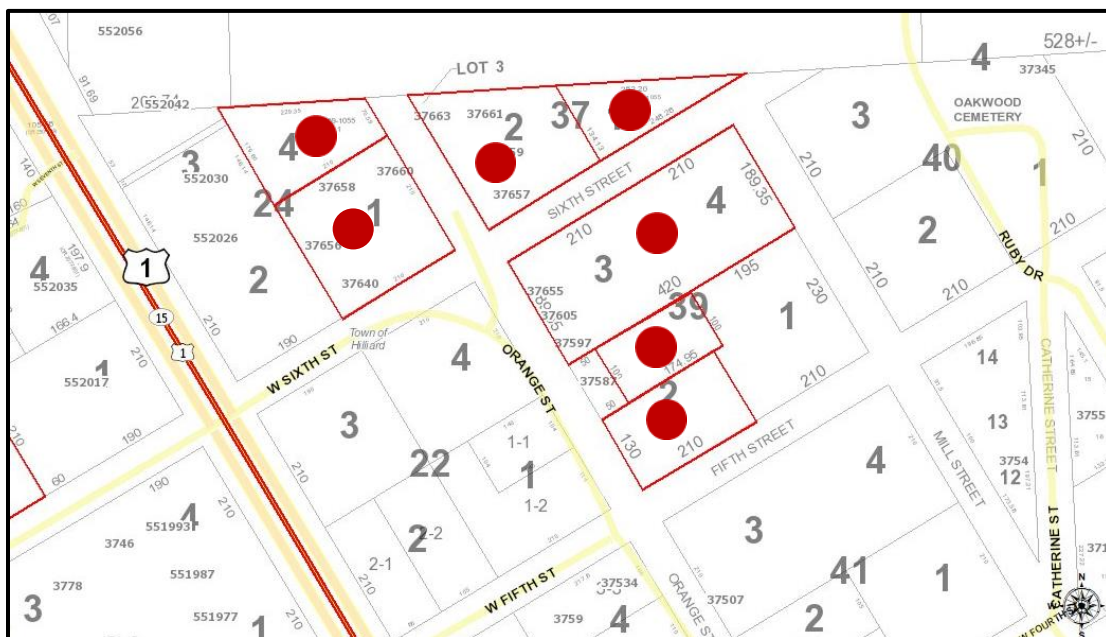
Parcel ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010
 Future Land Use Map Designation: MDR – Medium Density Residential
 Current Zoning: R-2
 Acres: approximately 5.97 acres

3. Description:

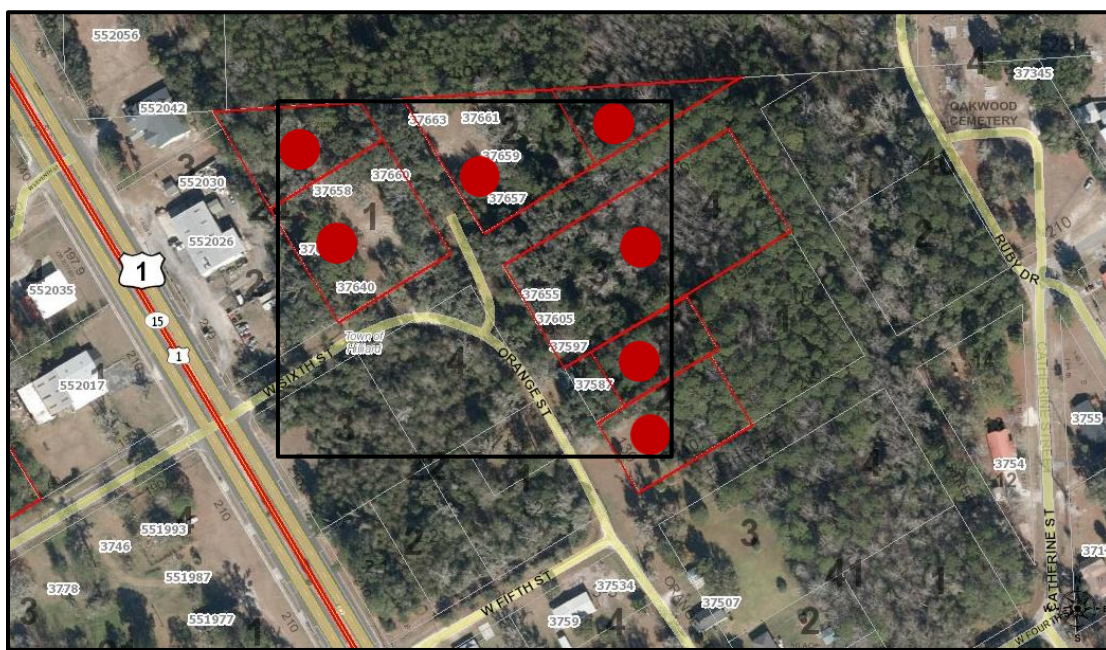
The Future Land Use Map (FLUM) amendment is being submitted with a companion rezoning of the property to PUD, Planned Unit Development, to allow for the development of the property for a senior living campus. The property is composed of 7 parcels totaling 5.97 acres. All the parcels are currently vacant.

Access to the property is off U.S. 1 and West Sixth Street. Two of the parcels are located north of West Sixth Street and west of Orange Street, two parcels north of West Sixth Street and east of Orange Street, three parcels south of West Sixth Street and east of Orange Street. Surrounding properties are commercial uses and vacant property along U.S.1, vacant properties on West Sixth Street, and single family and vacant properties along Orange Street.

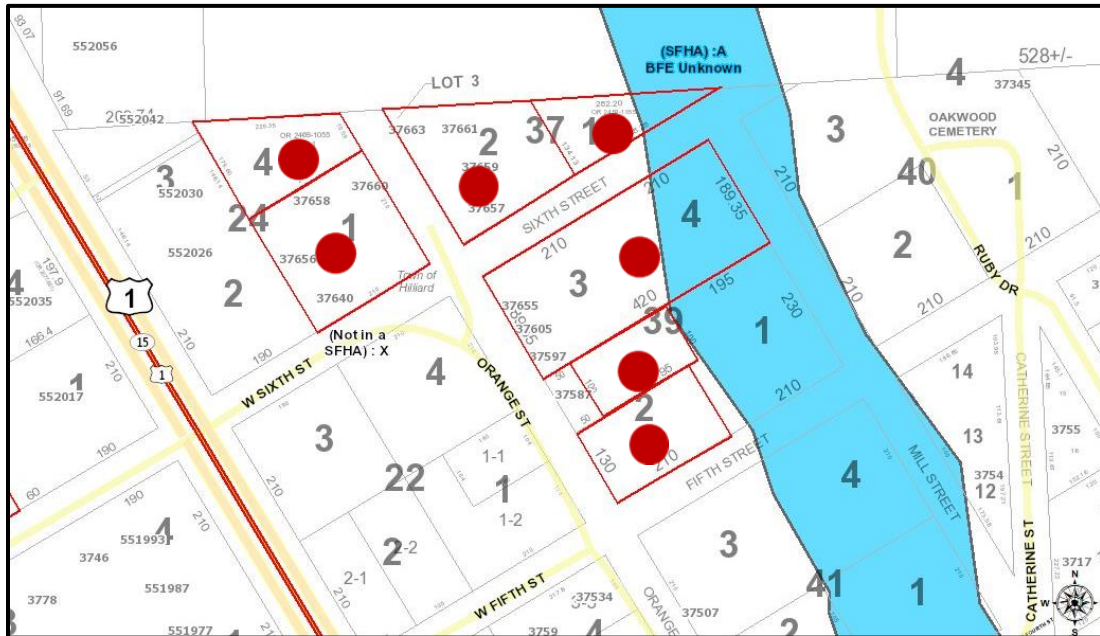
PARCEL MAP



AERIAL



FLOOD MAP



4. **Consistency with Comprehensive Plan Policies**
 The proposed Future Land Use Map amendment is consistent with the Goals, Objectives, and Policies of the Hilliard Comprehensive Plan. The Future Land Use Map (FLUM) amendment, when adopted with the companion PUD rezoning, will allow for development of a senior living campus in Hilliard. The proposed PUD will provide buffers to the existing single family development along Orange Street. The FLUM amendment will allow for a transition of intensity from the commercial development on U.S.1 to the single family development along Orange Street. When the companion PUD rezoning is approved, the FLUM amendment will be compatible with the surrounding development.
5. **Availability of Services**
 Water and sewer services have the capacity to serve this development. The applicant will pay all costs related to the extension of the water and sewer services.
6. **Land Suitability**
 There are 1.61 acres of wetlands located on the site. The soils for the upland portion of the property are suitable for development. The PUD site plan proposes to protect the wetlands on the site. Any development on the site will need to be permitted by the appropriate agencies, including the St. Johns River Water Management District to assure there will be no impact to the wetlands on the site. The property is in the 100 year flood zone. The PUD site plan does not propose any development in the 100 year flood zone.

7. Recommendation

The amendment to change Future Land Use Map from MDR, Medium Density Residential to Institutional for the properties with the Parcel ID# 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010 is recommended for approval, when adopted with the companion PUD rezoning for the property. With the companion PUD rezoning, the FLUM amendment is consistent with the Goals, Objectives, and Policies of the Comprehensive Plan.

DATE: April 20, 2023
 TO: Nassau County Record
 FROM: Hannah Martinez, Town of Hilliard
 RE: Advertisement

- Please place the following advertisement in your April 26, 2023, edition.
- Please do not deviate from the specified language.
- The notice should be two columns wide by 10 inches long.
- Do not place in the classified or legal section or an obscure portion of the newspaper.
- Headline in type no smaller than 18 Point.
- Please send Proof of Publications, as soon as possible.

**NOTICE OF PUBLIC HEARING
 PROPOSED FUTURE LAND USE MAP AMENDMENT OF THE
 THE TOWN OF HILLIARD COMPREHENSIVE PLAN**

FIRST READING OF ORDINANCE 2023-05

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION, AMENDING THE HILLIARD COMPREHENSIVE PLAN, FUTURE LAND USE MAP DESIGNATION OF THAT CERTAIN PROPERTY CONSISTING OF APPROXIMATELY 5.97 ACRES, MORE OR LESS LOCATED OFF WEST SIXTH STREET AND ORANGE STREET AND MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" LEGAL DESCRIPTION, HILLIARD, FLORIDA, NASSAU COUNTY PARCEL ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, AND 08-3N-24-2380-0037-0010, FROM MDR, MEDIUM DENSITY RESIDENTIAL TO INS, INSTITUTIONAL; PROVIDING FOR SEVERABILITY; REPEALER, AND PROVIDING FOR AN EFFECTIVE DATE.

The Town Council of the Town of Hilliard, Florida proposes to adopt Ordinance 2023-05 which will amend the Hilliard Comprehensive Plan Future Land Use Map (FLUM) from MDR, Medium Density Residential to INS, Institutional for approximately 5.97 acres located off West Sixth Street and Orange Street. The following Public Hearing has been scheduled:

Town Council - Thursday, May 18, 2023, at 7:00 p.m.

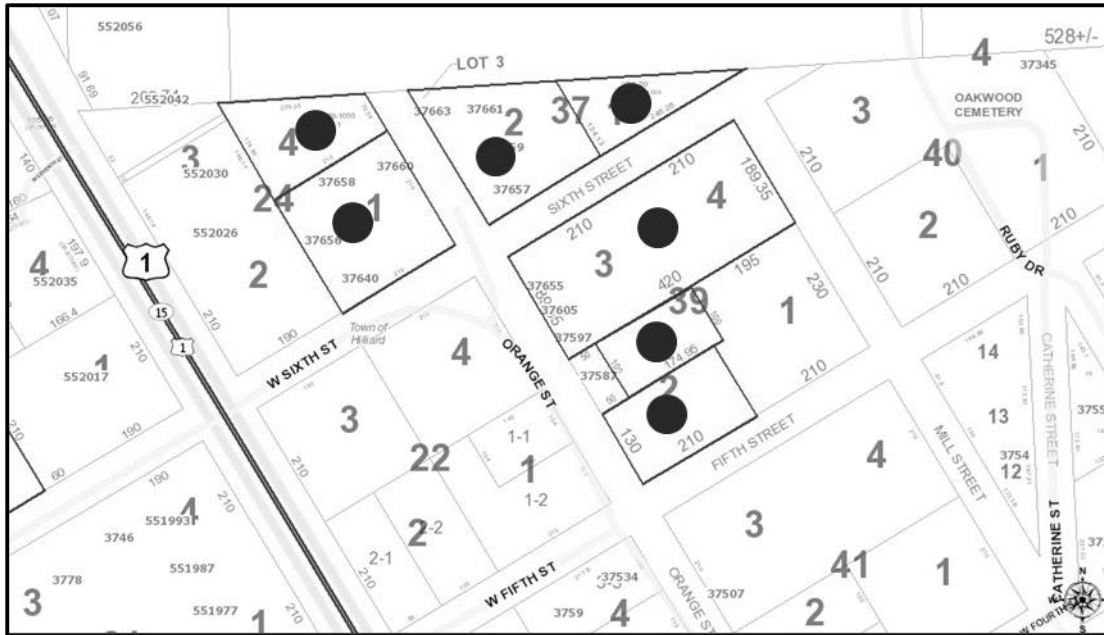
The Public Hearing will be held in the Hilliard Town Hall Council Chambers, located at 15859 West County Road 108, Hilliard, Florida, 32046.

Action on the matter may be taken following the closing of the Public Hearing. A copy of Ordinance No. 2023-05, with the proposed amendment to the Future Land Use Map of the Comprehensive Plan is available for inspection and copying at Town Hall during normal business hours 9:00 a.m. to 5:00 p.m., Monday through Friday.

PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, the following notification is given: If a person decides to appeal any decision made by the Town Council with respect to any matter

considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons with disabilities requiring accommodation in order to participate in this proceeding should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodation.



Town of Hilliard
 Janis K. Fleet, AICP, Town Planning Consultant
 Lisa Purvis, MMC, Town Clerk

ORDINANCE NO. 2023-05

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION, AMENDING THE HILLIARD COMPREHENSIVE PLAN, FUTURE LAND USE MAP DESIGNATION OF THAT CERTAIN PROPERTY CONSISTING OF APPROXIMATELY 5.97 ACRES, MORE OR LESS LOCATED OFF WEST SIXTH STREET AND ORANGE STREET AND MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" LEGAL DESCRIPTION, HILLIARD, FLORIDA, NASSAU COUNTY PARCEL ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, AND 08-3N-24-2380-0037-0010, FROM MDR, MEDIUM DENSITY RESIDENTIAL TO INS, INSTITUTIONAL; PROVIDING FOR SEVERABILITY; REPEALER, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of that parcel of land, consisting of 5.97 acres more or less located off West Sixth Street and Orange Street, and more particularly described In Exhibit "A" Legal Description, with Nassau County Parcel ID. # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010, has applied for an amendment to the Future Land Use Map of the Hilliard Comprehensive Plan to INS, Institutional; and

WHEREAS, the subject property currently has a Future Land Use Map designation in the Hilliard Comprehensive Plan of MDR, Medium Density Residential; and,

WHEREAS, the Town of Hilliard Planning & Zoning Board held a duly noticed public hearing on March 14, 2023, regarding the Comprehensive Plan Future Land Use Map amendment of the subject property; and

WHEREAS, the Town of Hilliard Planning and Zoning Board, has reviewed the proposed Comprehensive Plan Future Land Use Map amendment and found it to be consistent with the Town's Comprehensive Plan, and recommended approval to the Town Council of the Future Land Use Map amendment changing the designation of the subject property to INS, Institutional, at their March 14, 2023, regular meeting; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, AS FOLLOWS:

SECTION 1. FUTUTE LAND USE MAP AMENDMENT. The subject property, consisting of approximately 5.97 acres, located off West Sixth Street and Orange Street and described In Exhibit "A" Legal Description, with Nassau County Parcel ID. # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010 is hereby amended from MDR, Medium Density Residential to INS, Institutional.

SECTION 2. REPEALER. Any Ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect immediately upon final adoption.

ADOPTED this ____ day of _____, _____, by the Hilliard Town Council.

Kenneth A. Sims
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

Planning & Zoning Board Publication:	December 21, 2022
Planning & Zoning Board Public Hearing:	January 10, 2023
Town Council First Publication:	April 26, 2023
Town Council First Public Hearing:	May 18, 2023
Town Council Second Publication:	
Town Council Second Public Hearing:	

EXHIBIT A LEGAL DESCRIPTION

LEGAL DESCRIPTION DAYSPRING COMMONS

LEGAL DESCRIPTION OF PARCEL 1 BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 246.89 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 237.22 FEET TO THE SOUTHWESTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1249, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE SOUTH 52°38'00" EAST, ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 39,761.05 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0020

LEGAL DESCRIPTION OF PARCEL 3 BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT

RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 417.42 FEET TO A POINT LYING ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF MILL STREET (A 60-FOOT RIGHT-OF-WAY); RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 190.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF CCRC WOODLAND, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF SAID COUNTY), A DISTANCE OF 192.09 FEET TO A NORTHWESTERLY CORNER THEREOF; RUN THENCE SOUTH 52°38'00" EAST, ALONG A SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 95.38 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST TO AND ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF EULA MAE SCUSSELL ESTATE, A DISTANCE OF 175.00 FEET TO A POINT; RUN THENCE NORTH 52°38'00" WEST, A DISTANCE OF 100.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, A DISTANCE OF 50.33 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 185.38 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 95,768.53 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel Nos.: 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031

LEGAL DESCRIPTION OF LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 50 FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN SOUTH 37°-22'-00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 201.52 FEET TO THE SOUTHERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 52°-42'-27" WEST, A DISTANCE OF 208.71 FEET TO THE WESTERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 37°-22'-00" EAST, A DISTANCE OF 201.79 FEET TO THE NORTHERNMOST CORNER THEREOF, SAID POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°-38'-00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.97 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0024-0010

LEGAL DESCRIPTION OF A PORTION OF BLOCK 39, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 132.34 FEET TO A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OF ROSA M. ALLEN (ACCORDING TO DEED RECORDED IN BOOK 1180, PAGE 1307, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE NORTH 37°22'00" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS AND THE NORTHEASTERLY PROLONGATION THEREOF, A DISTANCE OF 208.71 FEET TO A POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LANDS NOW OR

FORMERLY OF CCRC WOODLANDS, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE SOUTH 52°38'00" EAST ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 132.34 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

Parcel No.: 08-3N-24-2380-0039-0025

LEGAL DESCRIPTION OF A PORTION OF BLOCK 37, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN NORTH 52°38'00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHEASTERLY PROLONGATION OF AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.38 ACRES (16,651.28 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0010

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.79 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY GLENN & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 792, PAGE 902, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 179.60 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 229.35 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.58 ACRES (25,243.36 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0024-0040



FOR OFFICE USE ONLY

ITEM-5

P Z File # 20221123.2
Application Fee: \$1000.00 Check # 1593 HM
Filing Date: 2022.11.23 Acceptance Date: _____
Review Date: P & Z _____ TC _____

Small Scale Future Land Use Map Amendment Application

A. PROJECT

1. Project Name: Dayspring Commons
2. Address of Subject Property: West Sixth Street and Orange Street, northeast of U.S. Highway 1
08-3N-24-2380-0024-0040; 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031
3. Parcel ID Number(s): 08-3N-24-2380-0037-0020; 08-3N-24-2380-0024-0010; 08-3N-24-2380-0039-0025;
& 08-3N-24-2380-0037-0010
4. Existing Use of Property: Vacant Residential
5. Future Land Use Map Designation : Medium Density
6. Existing Zoning Designation: Single-Family R-2 (companion PUD rezoning application filed)
7. Proposed Future Land Use Map Designation: Institutional w/ text amendment allowing certain non-
residential uses
8. Acreage (must be 10 acres or less): 6.61

B. APPLICANT

1. Applicant's Status ☐ Owner (title holder) ☒ Agent
2. Name of Applicant(s) or Contact Person(s): Courtney P. Gaver Title: Attorney
Company (if applicable): Rogers Towers, P.A.
Mailing address: 100 Whetstone Place, Suite 200
City: St. Augustine State: Florida ZIP: 32086
Telephone: 904 473-1388 FAX: () e-mail: cgaver@rtlaw.com
3. If the applicant is agent for the property owner*
Name of Owner (title holder): Dayspring Health, LLC c/o Douglas Adkins
Mailing address: P.O. Box 1080
City: Hilliard State: Florida ZIP: 32046
Telephone: 904 845-2362 FAX: () e-mail: doug@dayspring.health

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. ATTACHMENTS

1. Statement of proposed change, including a map showing the proposed Future Land Use Map change and Future Land Use Map designations on surrounding properties
2. A map showing the zoning designations on surrounding properties
3. A current aerial map (Maybe obtained from the Nassau County Property Appraiser.)
4. Plat of the property (Maybe obtained from the Nassau County Property Appraiser.)
5. Legal description with tax parcel number.
6. Boundary survey
7. Warranty Deed or the other proof of ownership
8. Fee.
 - a. \$1,000
 - b. All applicants must pay the cost of postage, signs, advertisements, and the fee for any outside consultants.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

All 8 attachments are required for a complete application. A completeness review of the application will be conducted within fourteen (14) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

Courtney P. Gaver
Signature of Applicant

Courtney P. Gaver
Typed or printed name and title of applicant

11-21-2022

Date

State of

Florida

County of

Date

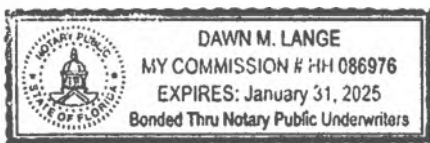
St. Johns County

The foregoing application is acknowledged before me this 21 day of November, 2022, by

✓ _____, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

Dawn M. Lange
Signature of Notary Public, State of Florida



C. ATTACHMENTS

1. Statement of proposed change, including a map showing the proposed Future Land Use Map change and Future Land Use Map designations on surrounding properties
2. A map showing the zoning designations on surrounding properties
3. A current aerial map (Maybe obtained from the Nassau County Property Appraiser.)
4. Plat of the property (Maybe obtained from the Nassau County Property Appraiser.)
5. Legal description with tax parcel number.
6. Boundary survey
7. Warranty Deed or the other proof of ownership
8. Fee.
 - a. \$1,000
 - b. All applicants must pay the cost of postage, signs, advertisements, and the fee for any outside consultants.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

All 8 attachments are required for a complete application. A completeness review of the application will be conducted within fourteen (14) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

Signature of Applicant

Courtney P. Gaver, Agent of Owner

Typed or printed name and title of applicant

Date

Signature of Owner

Douglas D. Adkins

Typed or printed name of Owner

Date

State of Florida County of St. Johns

The foregoing application is acknowledged before me this 4th day of November, 2022 by D. Adkins

_____, who is/are personally known to me, or who has/have produced _____
as identification.

NOTARY SEAL



Signature of Notary Public, State of _____

Signature of Notary Public

DAYSPRING COMMONS

Statement of Proposed Change and Comprehensive Plan Analysis

Dayspring Health, LLC, a Florida limited liability company (the “Owner”) owns approximately 6.61 acres located east of U.S. Highway 1 / North Kings Road at West Sixth Street and Orange Street (the “Property”). The Property has Nassau County Real Estate Identification Nos. 08-3N-24-2380-0024-0040; 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031; 08-3N-24-2380-0037-0020; 08-3N-24-2380-0024-0010; 08-3N-24-2380-0039-0025; and 08-3N-24-2380-0037-0010. The Property has a Future Land Use Map (“FLUM”) designation of Medium Density Residential (“MDR”).

The Owner is proposing to change the FLUM designation of the Property to Institutional with a text amendment to allow development of a maximum of 9,300 square feet of neighborhood-related commercial, retail and professional office uses to support the planned Institutional development. The requested density and intensity of the of the Property is consistent with the Town of Hilliard 2040 Comprehensive Plan (“Comprehensive Plan”) Future Land Use Element Policy A.1.1.3.H. which allows up to 50% of lot/parcel coverage not to include parking or drainage facilities. The Owner has submitted a companion Planned Unit Development (“PUD”) application which, as designed, has a building area ratio of less than 15% of the site, 35% lower than could be constructed on the Property under the Institutional FLUM designation.

Comprehensive Plan Policy C.1.1. requires the Town to ensure the provision of housing to all citizens of the Town, with Policy C.1.1.2. directing the Town to maintain its regulations in a way to encourage the development a variety of housing choices through innovative land development techniques including planned unit developments. Through its companion PUD application, the Owner accomplishes this through its proposed development of a maximum of 33,000 square feet of residential uses to be comprised of up to 105 units of senior housing or a mix of senior housing and mental health residential treatment space. These uses will help improve the City’s housing opportunities for the elderly and vulnerable. The companion PUD is consistent with the Institutional FLUM designation and further Comprehensive Plan Policy A.1.1.5.

The Owner intends to realign and improve portions of West Sixth Street and Orange Street in the locations depicted on the companion Conceptual Site Plan filed as part of the PUD rezoning application. The Owner will receive road impact fee credits for its out-of-pocket costs of designing, permitting and constructing the realignment and improvements of the roads. If the Owner does not undertake these improvements, it may be years before the Town can allocate funds to realign and improve same. These roadway improvements provide public benefit and further Comprehensive Plan Policies H.2.1.3, B.1.1.3 and B.1.1.5 relating to upgrades to existing Town infrastructure and the Town’s road paving program.

Central water and sewer lines are currently available to the site along West Sixth Street and Orange Street to provide service to the development meeting Comprehensive Plan Policies A.1.2.1, A.1.8 and D.3.1. No reuse is available at this time in the area.

Public benefits include (i) provision of senior housing, (ii) provision of a Level II residential treatment facility, (iii) provision of supportive commercial, medical and office uses; (iv) preservation of 1.61 acres of wetlands; (v) creation of jobs for Town residents with commercial development, (vi) reconfiguration and circulation improvement to portions of existing roadways (West Sixth Street and Orange Street); and (vii) property taxes and other revenues generated by the project.

Site Specific Policy with Ordinance 2023-XXX

FUTURE LAND USE ELEMENT

Comprehensive Plan Text Amendment

Dayspring Commons

Policy A.1.1.3.H.1 ~

Development within the approximately 6.61 acres of the Dayspring Commons Institutional Property (Ord. No. 2023-____), shall permit Institutional uses as well as a maximum of 9,300 square feet of Main Street Commercial (MSC)¹ uses to include neighborhood-related commercial, retail and professional office. Floor area and impervious surface ratios shall be as permitted in the Institutional Future Land Use Map category. Proposed changes to increase the density or add other non-residential uses are subject to the provisions of Chapter 163, Florida Statutes, as related to Comprehensive Plan Amendments.

¹ As of the date of this Text Amendment, the Town is in the process of revising its Code to replace the Neighborhood Commercial (C-N) designation with the MSC rezoning. In the event the Town fails to enact such change, the Applicant shall have the right to include neighborhood-type commercial uses as further detailed in the companion Planned Unit Development text adopted as Ordinance No. 2023-_____.

Future Land Use Map (Medium Density)



November 21, 2022



ITEM-5

oning Map (R-2)



November 21, 2022

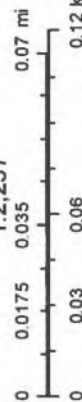
1:2,257
0 0.0175 0.035 0.06 0.12
Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P,
Jaguar, NICTD, Esri, China (Hong Kong), Swisstopo, Esri, Swisstopo
OpenStreetMap contributors, and the GIS User Community

ITEM-5



November 21, 2022

1:2,257



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGOC, (c) OpenStreetMap contributors, and the GIS User Community

**LEGAL DESCRIPTION
DAYSRING COMMONS**

LEGAL DESCRIPTION OF PARCEL 1 BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 246.89 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 237.22 FEET TO THE SOUTHWESTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1249, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE SOUTH 52°38'00" EAST, ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 39,761.05 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0020

LEGAL DESCRIPTION OF PARCEL 3 BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT

RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH $37^{\circ}22'00''$ EAST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 417.42 FEET TO A POINT LYING ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF MILL STREET (A 60-FOOT RIGHT-OF-WAY); RUN THENCE SOUTH $52^{\circ}38'00''$ EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 190.00 FEET TO A POINT; RUN THENCE SOUTH $37^{\circ}22'00''$ WEST, ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF CCRC WOODLAND, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF SAID COUNTY), A DISTANCE OF 192.09 FEET TO A NORTHWESTERLY CORNER THEREOF; RUN THENCE SOUTH $52^{\circ}38'00''$ EAST, ALONG A SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 95.38 FEET TO A POINT; RUN THENCE SOUTH $37^{\circ}22'00''$ WEST TO AND ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF EULA MAE SCUSSELL ESTATE, A DISTANCE OF 175.00 FEET TO A POINT; RUN THENCE NORTH $52^{\circ}38'00''$ WEST, A DISTANCE OF 100.00 FEET TO A POINT; RUN THENCE SOUTH $37^{\circ}22'00''$ WEST, A DISTANCE OF 50.33 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH $52^{\circ}38'00''$ WEST, ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 185.38 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 95,768.53 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY BASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel Nos.: 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031

LEGAL DESCRIPTION OF LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 50 FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN SOUTH $37^{\circ}22'00''$ WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 201.52 FEET TO THE SOUTHERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH $52^{\circ}42'27''$ WEST, A DISTANCE OF 208.71 FEET TO THE WESTERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH $37^{\circ}22'00''$ EAST, A DISTANCE OF 201.79 FEET TO THE NORTHERNMOST CORNER THEREOF, SAID POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH $52^{\circ}38'00''$ EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.97 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0024-0010

LEGAL DESCRIPTION OF A PORTION OF BLOCK 39, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH $52^{\circ}38'00''$ WEST ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 132.34 FEET TO A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OF ROSA M. ALLEN (ACCORDING TO DEED RECORDED IN BOOK 1180, PAGE 1307, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE NORTH $37^{\circ}22'00''$ EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS AND THE NORTHEASTERLY PROLONGATION THEREOF, A DISTANCE OF 208.71 FEET TO A POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LANDS NOW OR

FORMERLY OF CCRC WOODLANDS, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE SOUTH 52°38'00" EAST ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 132.34 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

Parcel No.: 08-3N-24-2380-0039-0025

LEGAL DESCRIPTION OF A PORTION OF BLOCK 37, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN NORTH 52°38'00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHEASTERLY PROLONGATION OF AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.38 ACRES (16,651.28 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0010

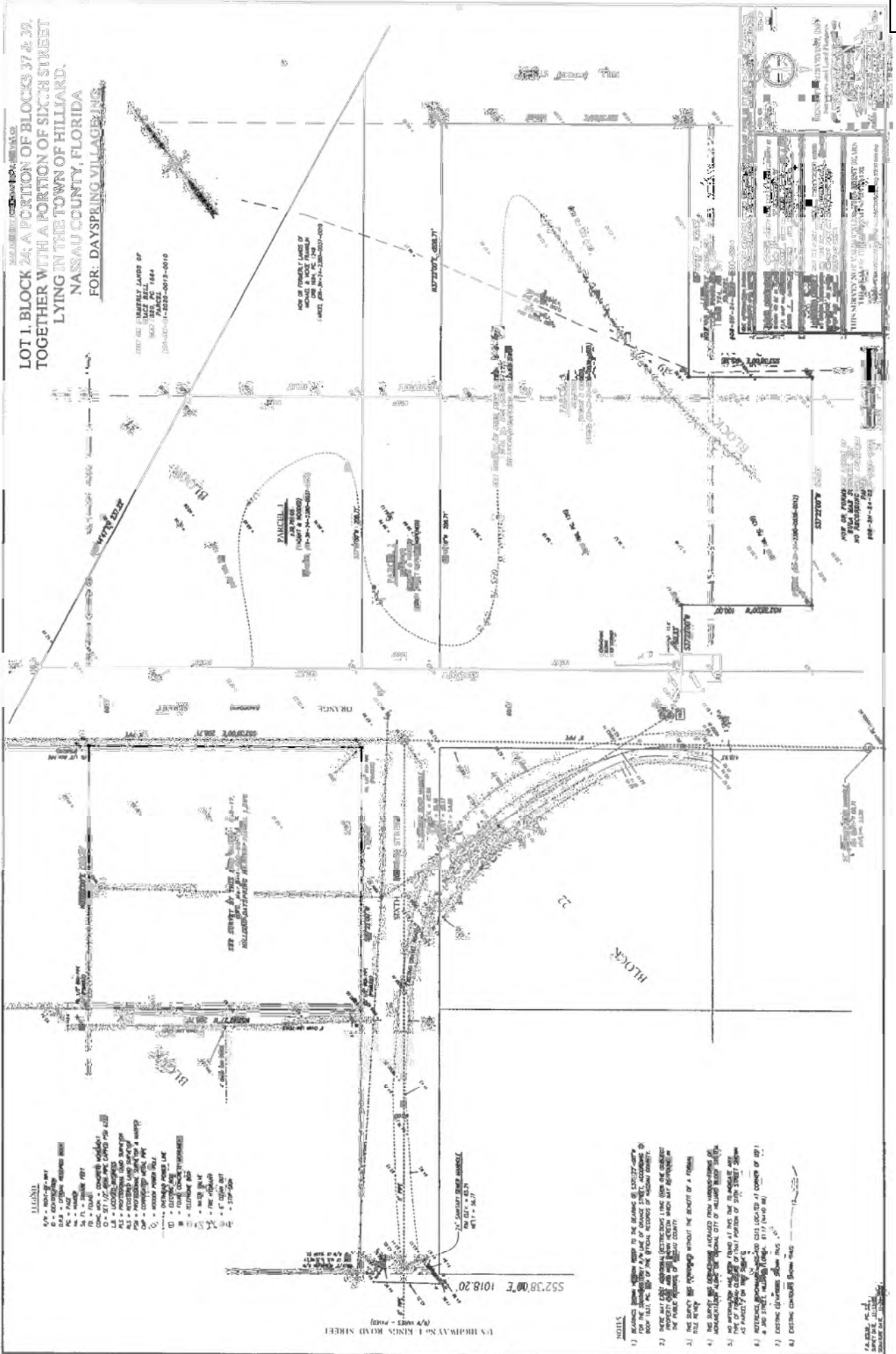
ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILWARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 23 OF THE OFFICIAL RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 201.77 FEET TO A POINT FOR THE POINT OF BEGINNING.

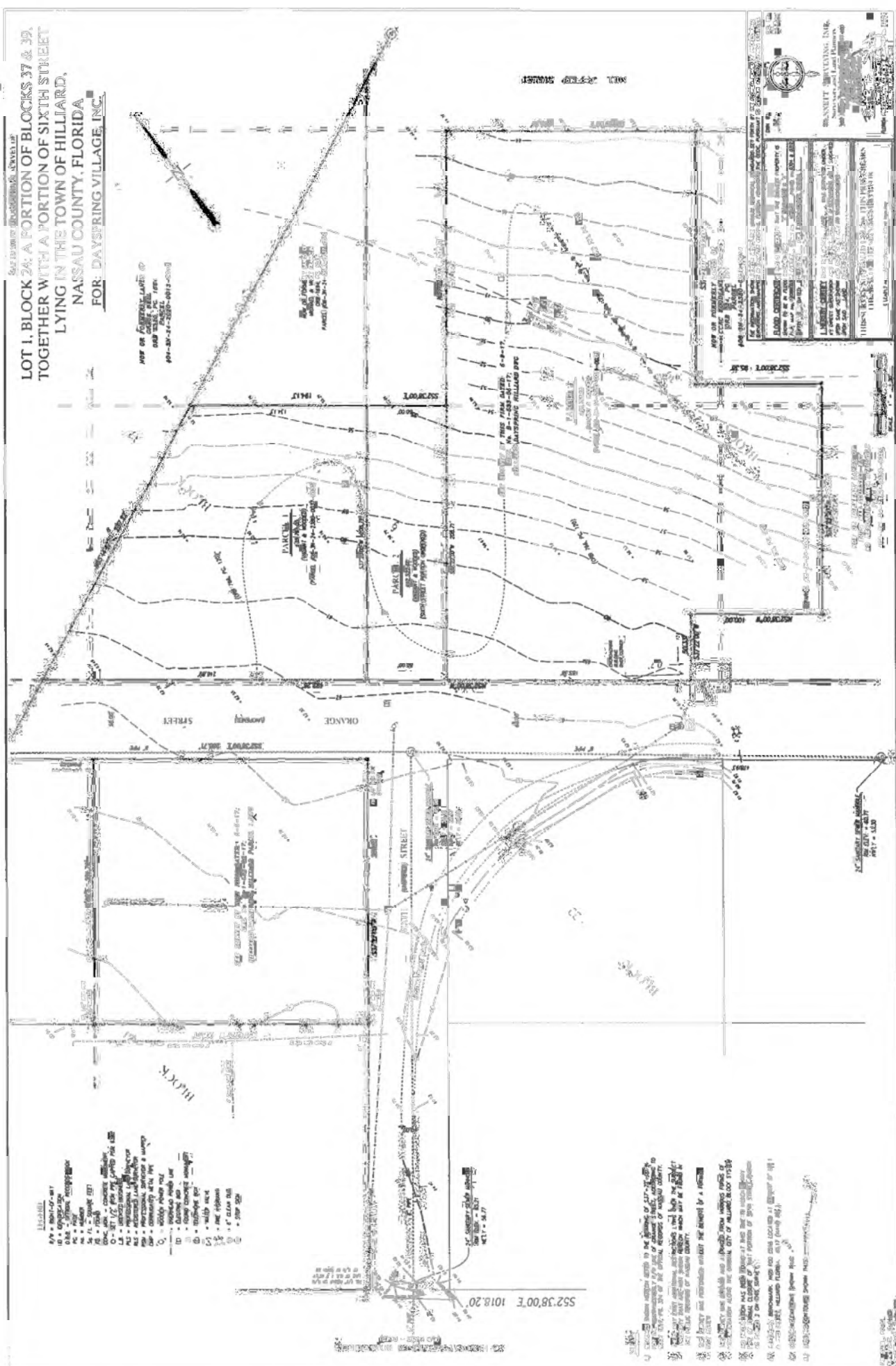
FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.70 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY CLEW & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 792, PAGE 902, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 179.80 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1534, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 228.55 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.59 ACRES (25,243.33 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY BE WITHIN

Parcel No.: 08-3N-24-2380-0024-0040







**MAP TO SHOW BOUNDARY & SPECIFIC PURPOSE SURVEY OF
A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET,
LYING IN THE TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA
(ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE OFFICIAL RECORDS OF NASSAU COUNTY)
FOR: DAYSPRING VILLAGE, INC.**

NOTES:

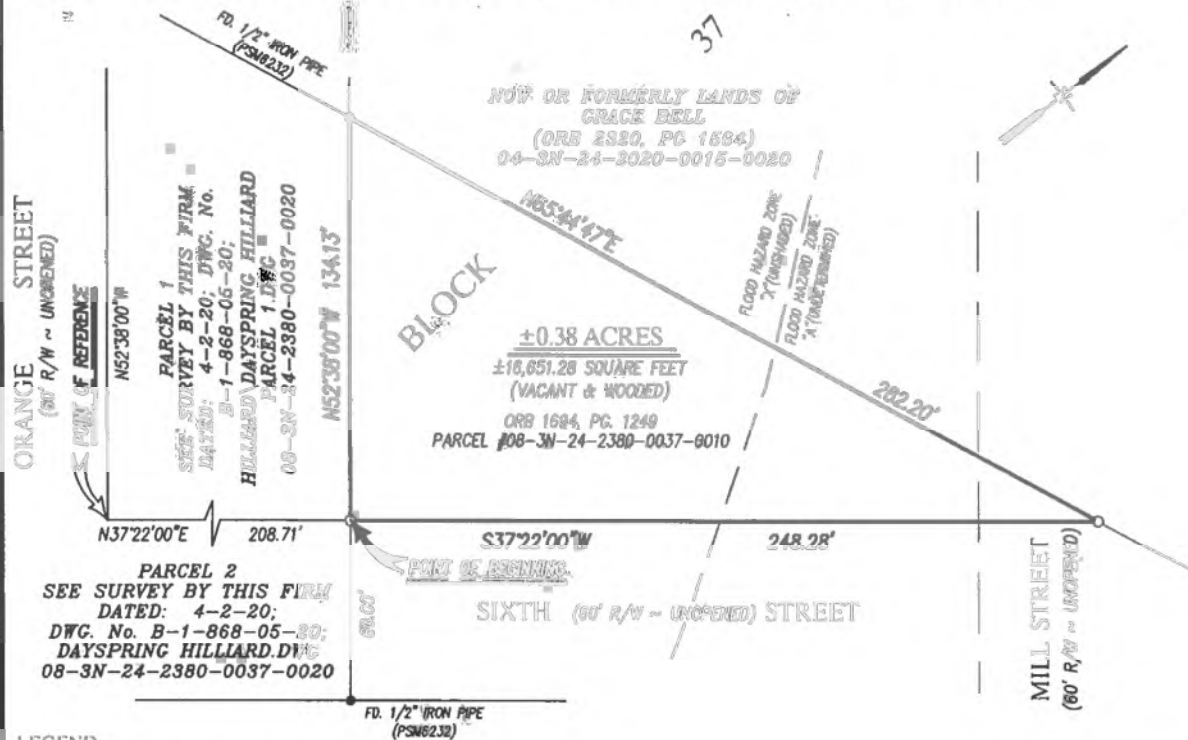
- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF S37°-22'-00"W FOR THE NORTHWESTERLY R/W LINE OF SIXTH STREET, ACCORDING TO BOOK 1837, PG. 324 OF THE OFFICIAL RECORDS OF NASSAU COUNTY.
- 2.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
- 3.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A FORMAL TITLE REVIEW.
- 4.) THIS SURVEY WAS DERIVED AND AVERAGED FROM VARIOUS FORMS OF MONUMENTATION ALONG THE ORIGINAL CITY OF HILLIARD BLOCK SYSTEM.

LEGAL DESCRIPTION:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°-22'-00" EAST, ALONG THE LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THIS DESCRIBED RUN NORTH 05°-40'-00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2380, PAGE 1694, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE NORTH 05°-40'-00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°-22'-00" WEST, ALONG THE NORTHWESTERLY LINE OF A FORECLOSED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

THE LAND THIS DESCRIBED CONTAINS 0.38 ACRES (16,651.28 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

**LEGEND:**

ORB - OFFICIAL RECORDS BOOK
R/W - RIGHT-OF-WAY
FD. - FOUND

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 61G17-6, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FLOOD CERTIFICATE: THIS IS TO CERTIFY THAT THIS SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE
"X" (UNSHADED) & "A" (UNDETERMINED) AS PER FIRM MAP No. B-1-868-05-20, MAP No. B-1-868-05-30, MAP No. B-1-868-05-30
SUFFIX F, DATED: DEC. 17, 2010 FOR NASSAU COUNTY RECORD.

I HEREBY CERTIFY THAT THE ABOVE LOT WAS SURVEYED UNDER MY DIRECT SUPERVISION AND THAT THE CORNERS & IMPROVEMENTS ARE LOCATED UPON SAME AS SHOWN AND THAT THERE ARE NO ENCROACHMENTS UPON THE LOT, EXCEPT AS SHOWN.

THIS SURVEY NOT VALID UNLESS THIS PRINT BEARS THE SEAL OF THE SIGNING SURVEYOR.

F.B. 8334, PG. 5
SURVEY DATE: 08-10-21
S:\CAD\1-nassau\hilliard\dayspring hilliard.dwg

SCALE: 1" = 40'

BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 MARSH HARBOR PARKWAY, UNIT 103
KINGSLAND, FLORIDA 32188
REGISTERED SURVEYOR, No. 6602 FL.

ERNEST R. BENNETT, P.E.
REGISTERED SURVEYOR, No. 6602 FL.

**MAP TO SHOW BOUNDARY & SPECIFIC PURPOSE SURVEY OF
A PORTION OF BLOCK 39 LYING IN THE TOWN OF HILLIARD,
NASSAU COUNTY, FLORIDA
(ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE OFFICIAL RECORDS OF NASSAU COUNTY)
FOR: DAYSPRING VILLAGE, INC.**

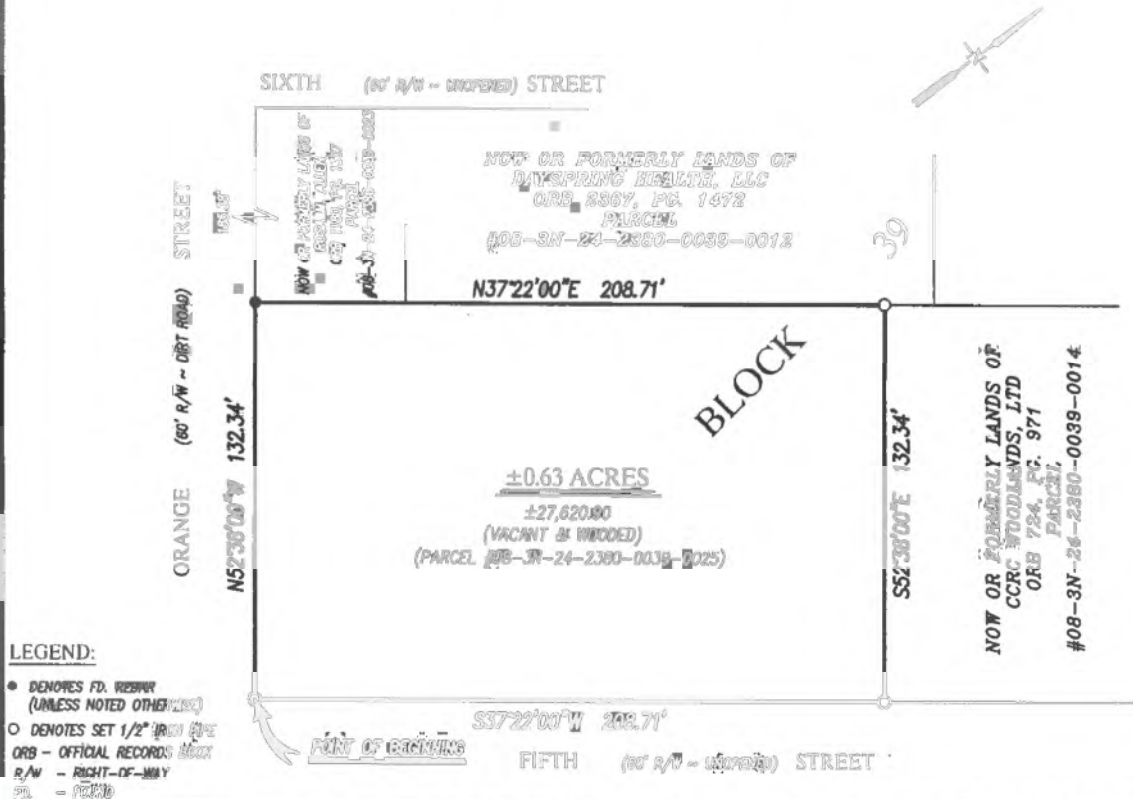
NOTES:

- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF $S57^{\circ}22'00''W$ FOR THE NORTHWESTERLY R/W LINE OF SIXTH STREET, ACCORDING TO BOOK MB37, PG. 324 OF THE OFFICIAL RECORDS OF NASSAU COUNTY.
- 2.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
- 3.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A FORMAL TITLE REVIEW.
- 4.) THIS SURVEY WAS DERIVED AND AVERAGED FROM VARIOUS FORMS OF DOCUMENTATION ALONG THE ORIGINAL CITY OF HILLIARD BLOCK SYSTEM.

LEGAL DESCRIPTION:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: SET A POINT OF BEGINNING CORNER AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH $52^{\circ}38'00''$ WEST ALONG THE LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 132.34 FEET TO A POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OF ROSA M. ALLEN (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 140, OFFICIAL RECORDS OF NASSAU COUNTY) AND THENCE NORTH $57^{\circ}22'00''$ EAST ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS AND THE NORTHEASTERLY PROLONGATION THEREOF, A DISTANCE OF 208.71 FEET TO A POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OF CIRC WOODLANDS, LTD. (ACCORDING TO DEED RECORDED IN BOOK 784, PAGE 971, OFFICIAL RECORDS OF NASSAU COUNTY) FROM THENCE SOUTH $52^{\circ}38'00''$ EAST ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 132.34 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET, RUN THENCE SOUTH $57^{\circ}22'00''$ WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THIS DESCRIBED CONTAINS 0.63 ACRES (27,620.80 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY BE WITHIN.



THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 11C-1, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FLOOD CERTIFICATE: THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE
"X" (UNSHARED) HAS PER F.L.R. MAP No. 128000000E, CORN No. 120573, PANEL No. D135
SUFFIX F, DATED: DEC. 17, 2010 FILE: NASSAU COUNTY, FLORIDA.

I HEREBY CERTIFY THAT THE ABOVE LOT WAS SURVEYED UNDER MY DIRECT SUPERVISION AND THAT THE CORNERS ARE LOCATED UPON SAME AS SHOWN AND THAT THERE ARE NO ENCROACHMENTS ON THE LOT, EXCEPT AS SHOWN.

THIS SURVEY NOT VALID UNLESS THIS PRINT BEARS THE SEAL OF THE SIGNING SURVEYOR.

F.B. 8514, PG. 5
SURVEY DATE: 12-23-21



OWN. BY: R.B. CKD. BY: T.L.P.



BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 NORTH HILLIARD STREET, UNIT 100
HILLIARD, FLORIDA 32049



MAP TO SHOW BOUNDARY & SPECIFIC PURPOSE SURVEY OF
A PORTION OF BLOCK 24, LYING IN THE TOWN OF HILLIARD,
NASSAU COUNTY, FLORIDA
(ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE OFFICIAL RECORDS OF NASSAU COUNTY)
FOR: DAYSPRING VILLAGE INC.

NOTES:

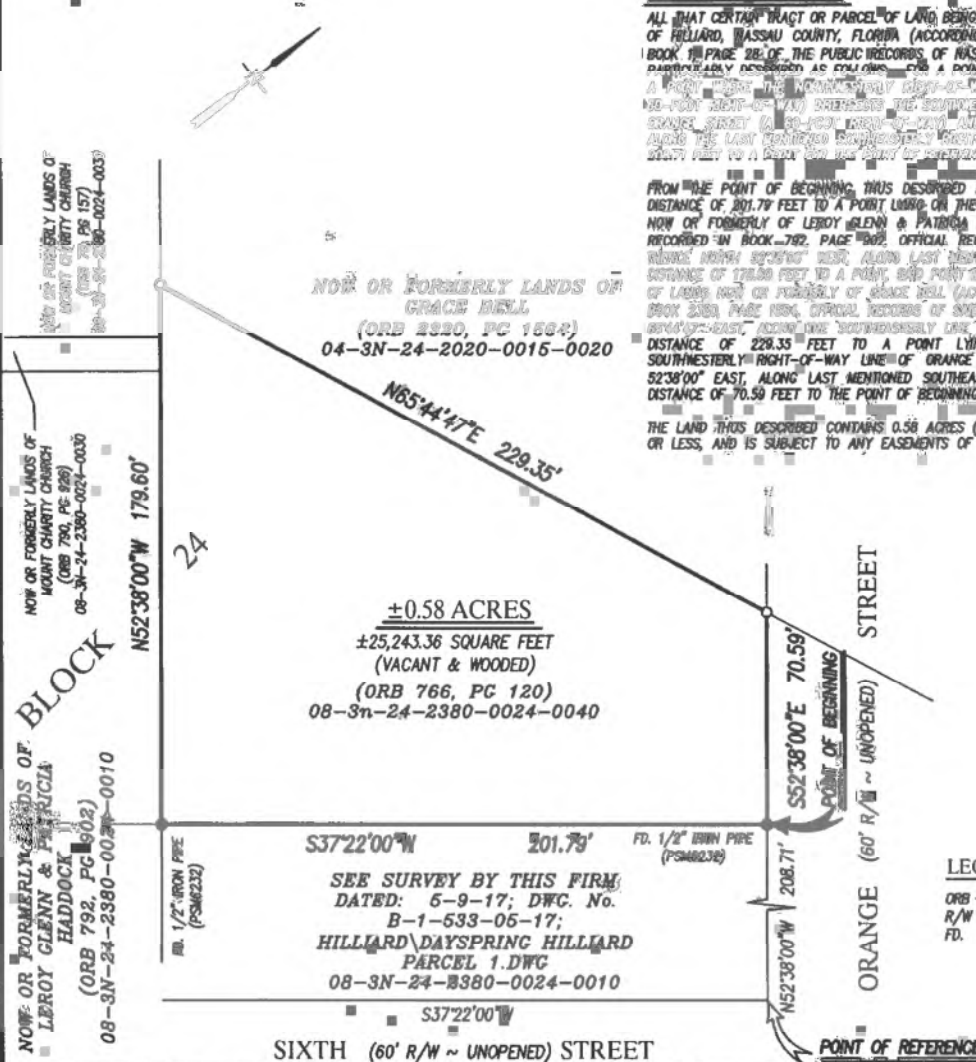
- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF S37°-22'-00"W FOR THE SOUTHEASTERLY R/W LINE OF SIXTH STREET, ACCORDING TO BOOK 1837, PG. 324 OF THE OFFICIAL RECORDS OF NASSAU COUNTY.
- 2.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
- 3.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A FORMAL TITLE REVIEW.
- 4.) THIS SURVEY WAS DERIVED AND DERIVED FROM VARIOUS FORMS OF DOCUMENTATION ALONG THE ORIGINAL CITY OF HILLIARD BLOCK SYSTEM.

LEGAL DESCRIPTION:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: A POINT OF BEGINNING AT A POINT BEING THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60'-FOOT RIGHT-OF-WAY) BEING THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60'-FOOT RIGHT-OF-WAY) AND 60' NORTH SOUTHERLY BEING THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A BEARING OF S22°38'00" EAST TO A POINT AND THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING, THUS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.79 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY GLENN & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 742, PAGE 802, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 87°51'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 178.80 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LAND NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2184, PAGE 184, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 87°51'00" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 229.35 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.58 ACRES (25,243.36 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.



THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 61G17-6, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FLOOD CERTIFICATE:

THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE
"X" (UNSHADED) AS PER F.I.R. MAP No. 1208400135F, COMM No. 120573, PANEL No. 0135.
SUFFIX F, DATED: DEC. 17, 2010 FOR: NASSAU COUNTY, FLORIDA.

I HEREBY CERTIFY THAT THE ABOVE LOT WAS EXAMINED UNDER MY CLOSE SUPERVISION AND THAT THE SAME IS LOCATED (HOW SURE AS YOU CAN) AND THAT THERE ARE NO DISCREPANCIES UPON SAID LOT, EXCEPT AS SHOWN.

THIS SURVEY NOT VALID UNLESS THIS PRINT BEARS THE SEAL OF THE SIGNING SURVEYOR.

F.B. BSM, PR: 5
SURVEY DATE: 05-10-21
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SCALE: 1" = 40'

OWN. BY:
R.B.

CKD. BY:
T.L.P.



BENNETT SURVEYING, INC.
Surveyors and Land Planners

102 MARSH HARBOR PARKWAY, UNIT 103
KINGSLAND, FLORIDA 32184

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OWNER'S AUTHORIZATION FOR AGENT
PLANNING DEPARTMENT

TOWN OF HILLIARD, FLORIDA

**EACH AND EVERY OWNER SHOWN ON THE PROOF OF
OWNERSHIP MUST SIGN AN AUTHORIZATION FORM**

Agent Authorization Form

I/We Dayspring Health, LLC, a Florida limited liability company,

(Print Name of Property Owner)

hereby authorize Rogers Towers, P.A. and AVA Engineers Inc.

(Print Name of Agent)

to represent me/us in processing an application for PUD Rezoning and FLUM Amendment

(Type of Application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner(s) attest that the application is made in good faith and that any information contained in the application is accurate and complete.

(Signature of Owner)

(Print Name of Owner)

(Signature of Owner)

Doug Adkins
(Print Name of Owner)

State of Florida

} ss

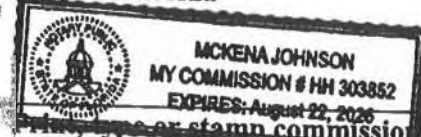
Nassau County

Sworn to and subscribed before me on this 4th day of November, 2022

by T. Doug Adkins

(Name of Person Making Statement)

Mckena Johnson
Signature of Notary Public
State of Florida



(Print type or stamp commissioned name
of Notary Public)

My Commission Expires: _____

Individual making Statement is personally known or produced identification.

Type of identification produced: _____



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Detail by Entity Name

Florida Limited Liability Company
DAYSPRING HEALTH, LLC

Filing Information

Document Number L09000006012
FEI/EIN Number 26-4081030
Date Filed 01/16/2009
State FL
Status ACTIVE

Principal Address

554820 US HIGHWAY #1
HILLIARD, FL 32046

Mailing Address

P.O. BOX 1080
HILLIARD, FL 32046

Registered Agent Name & Address

ADKINS, DOUGLAS D
554820 US HIGHWAY #1
HILLIARD, FL 32046

Authorized Person(s) Detail

Name & Address

Title MGRM

ADKINS, DOUGLAS D
554820 US HIGHWAY #1
HILLIARD, FL 32046

Annual Reports

Report Year	Filed Date
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2021	01/28/2021
2022	01/08/2022

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01/17/2011 – ANNUAL REPORT	View image in PDF format
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01/16/2009 – Florida Limited Liability	View image in PDF format

01/16/2009 – Florida Limited Liability

General Warranty Deed

Made this June 3, 2021 A.D. By Michael Franklin and Vickie Franklin, husband and wife, whose post office address is PO Box 1107, Hilliard, Florida 32046, hereinafter called the grantor, to Dayanir Health, LLC, a Florida limited liability company, whose post office address is: PO Box 1080, Hilliard, Florida 32046, hereinafter called the grantee.

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz:

See Attached Exhibit A made a part hereof

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida. That neither Grantor(s) or any members of the household of Grantor(s) reside thereon.

Parcel ID Number: 08-3N-24-2380-0037-0010 and 08-3N-24-2380-0024-0040

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining;

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2020.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written,

Signed, sealed and delivered in our presence:

Witness Printed Name: Michael D. Coonan

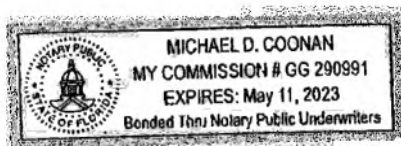
Witness Printed Name: Vickie Franklin

State of Florida
County of Duval

Michael Franklin
Address: P.O. Box 1107, Hilliard, Florida 32046 (Seal)

Vickie Franklin
Address: P.O. Box 1107, Hilliard, Florida 32046 (Seal)

The foregoing instrument was acknowledged before me by means of physical presence this 3rd day of June, 2021, by Michael Franklin and Vickie Franklin, husband and wife who is/are personally known to me or who has produced driver's license as identification.



Notary Public
Printed Name: Michael D. Coonan
My Commission Expires: _____

General Warranty Deed - Page 1 of 2

Date: June 3, 2021

Property Address: Ruby Drive and Orange Street
Hilliard, Florida 32046

APN# 08-3N-24-2380-0037-0010 and 08-3N-2380-0024-0040

Exhibit "A"

LEGAL DESCRIPTION

PARCEL 1:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28, OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT OF WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING. FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.79 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY GLENN & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 792, PAGE 902, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 179.60 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 229.35 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT OF WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT OF WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

PARCEL 2:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1 PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60 FOOT RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING. FROM THE POINT OF BEGINNING THUS DESCRIBED RUN NORTH 52°38'00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN OFFICIAL RECORDS BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHEASTERLY PROLONGATION OF AFOREMENTIONED NORTHWESTERLY RIGHT OF WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

General Warranty Deed Page Two of Two

Legal Description



General Warranty Deed

Made this June 9, 2020 A.D. By Shirley T Wright, an unmarried woman, whose address is: 8488 Commonwealth Avenue, Jacksonville, Florida 32201, hereinafter called the grantor, to Deyspring Health, LLC, a Florida limited liability company, whose post office address is: 954820 US HIGHWAY #1, Hilliard, Florida 32046, hereinafter called the grantee:

* P.O. Box 1080 Hilliard, FL 32046

(Wherever used herein, the term "grantee" shall include all the parties to this instrument and the heirs, assigns and assigns of the grantee, and the term "grantor" shall include all the parties to this instrument and the heirs, assigns and assigns of the grantor.)

With covenants, that the grantor, for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, conveys, warrants, sells, assigns, releases, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz:

LEGAL DESCRIPTION OF PARCEL 1 BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA: ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 246.89 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'17" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 237.22 FEET TO THE SOUTHWESTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1362, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE SOUTH 52°38'00" EAST, ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION OF PARCEL 2 BEING A PORTION OF SIXTH STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA: ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF SIXTH STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1249 OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE SOUTH 52°38'00" EAST, A DISTANCE OF 60.00 FEET TO A POINT LYING ON THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF AFOREMENTIONED SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 60.00 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION OF PARCEL 3 BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA: ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 417.42 FEET TO A POINT LYING ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF MILL STREET (A 60-FOOT RIGHT-OF-WAY); RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 190.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF CCRC WOODLAND, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF SAID COUNTY); A DISTANCE OF 192.09 FEET TO A NORTHWESTERLY CORNER THEREOF; RUN THENCE SOUTH 52°38'00" EAST, ALONG A SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 93.36 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST TO AND ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF EULA MAE SCUSSELL ESTATE, A DISTANCE OF 175.00 FEET TO A POINT; RUN THENCE NORTH 52°38'00" WEST, A DISTANCE OF 100.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, A DISTANCE OF 90.33 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 185.36 FEET TO THE POINT OF BEGINNING.

Less & Except any portion lying within orange street right of way.

Parcel ID Number: 08-3N-24-2380-0037-0020, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0039-0012

General Warranty Deed - Page 1 of 2

Prepared by and Return to:
H. Nelson / Guardian Title & Trust, Inc.
13400 Saddle Park Drive South Side 1001
Jacksonville, FL 32226 2020-4-112

Together with all the easements, hereditaments and appurtenances thereto belonging or in anywise appertaining,

To Have and to Hold, the same in fee simple forever.

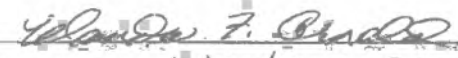
And the grantor hereby covenants with said grantees that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2019.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:


Witness Printed Name Michael D. Coonan

 (Seal)
Shirley T. Wright
Address: 2402 Commonwealth Avenue, Jacksonville, Florida
32201


Witness Printed Name Wanda F. Arrind

State of Florida
County of Nassau

The foregoing instrument was acknowledged before me by each of physical presence this 9th day of June, 2020, by Shirley T. Wright, an unmarried woman, who is personally known to me or who has produced driver's license for identification.



Notary Public
Print Name Michael D. Coonan
My Commission Expires: _____

General Warranty Deed - Page 2 of 2

Prepared by and Return to:
H. Nelson / Guardian Title & Trust, Inc.,
13400 Sutton Park Drive South Suite 1001
Jacksonville, FL 32224 2020-4-112



Prepared by
Teri Croft, an employee of
First American Title Insurance Company
12724 Gran Bay Parkway W, Suite 320
Jacksonville, Florida 32258
(904)519-7700

Return to: Grantee
File No.: 2237-2436264
Consideration: \$25,000.00

WARRANTY DEED

This indenture made on **June 22, 2017 A.D.**, by

Shirley T. Wright, f/k/a Shirley T. Robinson, a single woman

whose address is: **8488 Commonwealth Avenue, Jacksonville, FL 32220**
hereinafter called the "grantor", to

Dayspring Health, LLC, a Florida limited liability company

whose address is: **PO Box 1080, Hilliard, FL 32046**
hereinafter called the "grantee":

(Which terms "Grantor" and "Grantee" shall include singular or plural, corporation or individual, and either sex, and shall include heirs, legal representatives, successors and assigns of the same)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, **all that certain land situate in Nassau County, Florida, to-wit:**

LEGAL DESCRIPTION OF LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 50 FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN SOUTH 37 DEGREES 22' 00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 201.52 FEET TO THE SOUTHERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 52 DEGREES 42' 27" WEST, A DISTANCE OF 208.71 FEET TO THE WESTERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 37 DEGREES 22' 00" EAST, A DISTANCE OF 201.79 FEET TO THE NORTHERNMOST CORNER THEREOF, SAID POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52 DEGREES 38' 00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

Parcel Identification Number: **08-3N-24-2380-0024-0010**

The land is not the homestead of the Grantor under the laws and constitution of the State of Florida and neither the Grantor nor any person(s) for whose support the Grantor is responsible reside on or adjacent to the land.

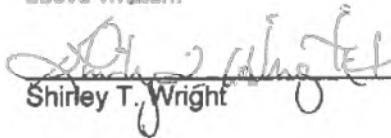
Subject to all reservations, covenants, conditions, restrictions and easements of record and to all applicable zoning ordinances and/or restrictions imposed by governmental authorities, if any.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in any way appertaining.

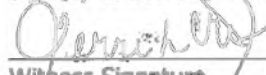
To Have and to Hold, the same in fee simple forever.


And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31st of 2016.

In Witness Whereof, the grantor has hereunto set their hand(s) and seal(s) the day and year first above written.


Shirley T. Wright

Signed, sealed and delivered in our presence:

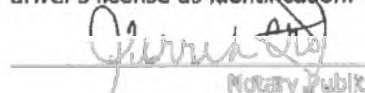

Witness Signature
Print Name: Terri L Croft


Witness Signature
Print Name: Jennifer Leah Bankm

State of **FL**

County of **Duval**

The Foregoing Instrument Was Acknowledged before me on **June 22, 2017**, by **Shirley T. Wright, a single woman** who is/are personally known to me or who has/have produced a valid driver's license as identification.


Notary Public
Terri L Croft
(Printed Name)

My Commission expires: _____



General Warranty Deed

Made this January 6, 2022 A.D. By Betty Scussell Martinez, a married person and Frances Scussell Conner, a married person and Virginia Scussell Davis, a married person and Frank Dominic Scussell, Jr., a married person and Carl Eugene Scussell, Jr., an unmarried person and Michael Timothy Scussell, a married person, hereinafter called the grantor, to Daypring Health, LLC a Florida Limited Liability Company whose post office address is: PO Box 1080, Hilliard, Florida 32046, hereinafter called the grantee:

(Which was said land, the term "grantee" and "granted" include all the parties to this instrument and the heirs, legal representatives and assigns of both parties and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz:

Block 39, South Half of Lot Two, more particularly described as follows, at the Intersection of Orange and Fifth Streets at the South West corner of Block 39 and run northward along Orange Street One Hundred feet Official Records or to the land granted to Lela Mae Austin in 1954, and from there run Eastward parallel with Fifth Street Two hundred and ten feet, thence run Southward parallel with Orange Street to Fifth Street thence run Westward along Fifth Street to place of Beginning, comprising about one half an acre in the Town of Hilliard.

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) or any members of the household of Grantor(s) reside thereon.

Parcel ID Number: 08-3N-24-2380-0039-0025

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever, and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2021.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

Witness Printed Name: MICHAEL D. CONNOR

Witness Printed Name: Melissa Sheffield

Betty Scussell Martinez (Seal)
Betty Scussell Martinez
Address: PO Box 445, Callahan, Florida 32011

Frances Scussell Conner (Seal)
Frances Scussell Conner
Address: PO Box 763, Callahan, Florida 32011

Virginia Scussell Davis (Seal)
Virginia Scussell Davis
28150 Davis Rd Rt 4 Hilliard FL 32046

Frank Dominic Scussell JR (Seal)
Frank Dominic Scussell JR
PO BOX 156 Hilliard FL 32046

State of Florida
County of Nassau

The foregoing instrument was acknowledged before me by means of physical presence this 6th day of January, 2022, by Betty Scussell Martinez, a married person and Frances Scussell Conner, a married person and Virginia Scussell Davis, a married person and Frank Dominic Scussell, Jr., a married person who were personally known to me or who has produced drivers license as identification.




Page 1 of 3 Warranty Deed (Page 2 includes grantor: Carl Eugene Scussell Jr.); Page 3 includes grantor: Michael Timothy Scussell

Page 2 of 3 Warranty Deed

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written, January 4, 2022.

Signed, sealed and delivered in our presence:


Witness Printed Name RYAN Messer


Carl Eugene Scull, Jr.
Address: 352 Tally Rd Cullowhee NC 28723

Angie Bucher
Witness Printed Name Angie Bucher
State of North Carolina
County of Jackson

The foregoing instrument was acknowledged before me by means of physical presence this 4th day of January, 2022, by Carl Eugene Scull, Jr, an unmarried person who I personally know, to me or who has produced drivers license as identification:

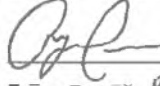
Janice M. Cope
Notary Public
Print Name: Janice M. Cope
My Commission Expires: 4-02-2023



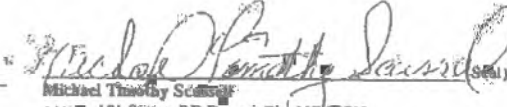
Page 3 of 3 Warranty Deed

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written; January 4, 2022.

Signed, sealed and delivered in our presence:

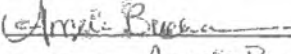


Witness Printed Name: Ryan Messer



Michael Timothy Scussell

Address: 181 Station RD Bryson City, NC 28713



Witness Printed Name: Angela Buchanan

State of North Carolina

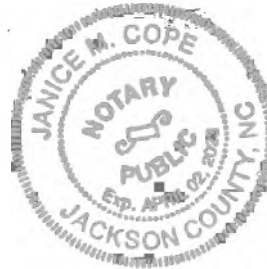
County of Jackson

The foregoing instrument was acknowledged before me by Michael Timothy Scussell, a married person, who is here personally known to me or who has produced driving license as identification.

Notary Public

Print Name: Janice M. Cope

My Commission Expires: 4-02-2023



BLK 24 PT LOT 4
DAYSPRING HEALTH LLC
PO BOX 1080
IN OR 2469/1055 BEING PAR 1
TOWN OF HILLIARD PKB 1/28
HILLIARD, FL 32046
08-3N-24-2380-0024-0040

[illegible][illegible][illegible][illegible]

SALES DATA									
OFF RECORD		DATE		TYPE		Q		RSN	
Number				INST		U		CD	
2469/1055		6/03/2021		WD		Q		V 05	
GRANTOR: FRANKLIN MICHAEL & VI									
GRANTEE: DAYSFRING HEALTH LL									
1694/1249		7/28/2010		QC		U		V 11	
GRANTOR: TITF STATE OF FLORID									
								1057500	

[illegible]

LAND DESCRIPTION										TOTAL OBX/F				LAND VALUE		OTHER ADJUSTMENTS AND NOTES		LAND VALUE	
UNIT	LAND USE	DESCRIPTION	CAP	LOC ZONE	R	FRONT	DEPTH	TOT LND UTS	UNIT ID	THICK	COND	ADJ	UNIT PRICE	UNIT VALUE	ADJUSTMENTS	ADJUSTED VALUE	ADJUSTED VALUE		
0.000000	VAC RES		0.0007			0.00	0.00	0.60 AC	1.0001	1.00	0.70		27,000.00	16,380.00		11,340.00	ADJ FOR NET		

[illegible]

83

[illegible]

[illegible]

— BUILDING CHARACTERISTICS
— CONSTRUCTION

[illegible][illegible]

OFF RECORD	DATE	TYPE	Q	V	EN
Number		INST	U	CO	
2530/0213	1/06/2022	NO	Q	V	01
GRANTOR: MARTINEZ BETTY SCUSSE					
		GRANTEE: DAYSPRING HEALTH LL			
2421/0024	12/29/2020	PR	U	V	19
GRANTOR: SCUSSELL EULA MAE EST					
		GRANTEE: MARTINEZ BETTY S			

SALE PRICE

32,000

396

BINDING NOTES

BUILDINGECONOMICS

100

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ITEM

CITY OF SAN JOSE

PART 2 OF 2

1-5[illegible]

LAND DATE	LAND DATE	ADJ UNIT PRICE	ONG CONDO	% ON ACTUAL	% ON ACTUAL	CONDO VALUE	NOTES

[illegible]38

ADDITIONAL ATTACHMENTS

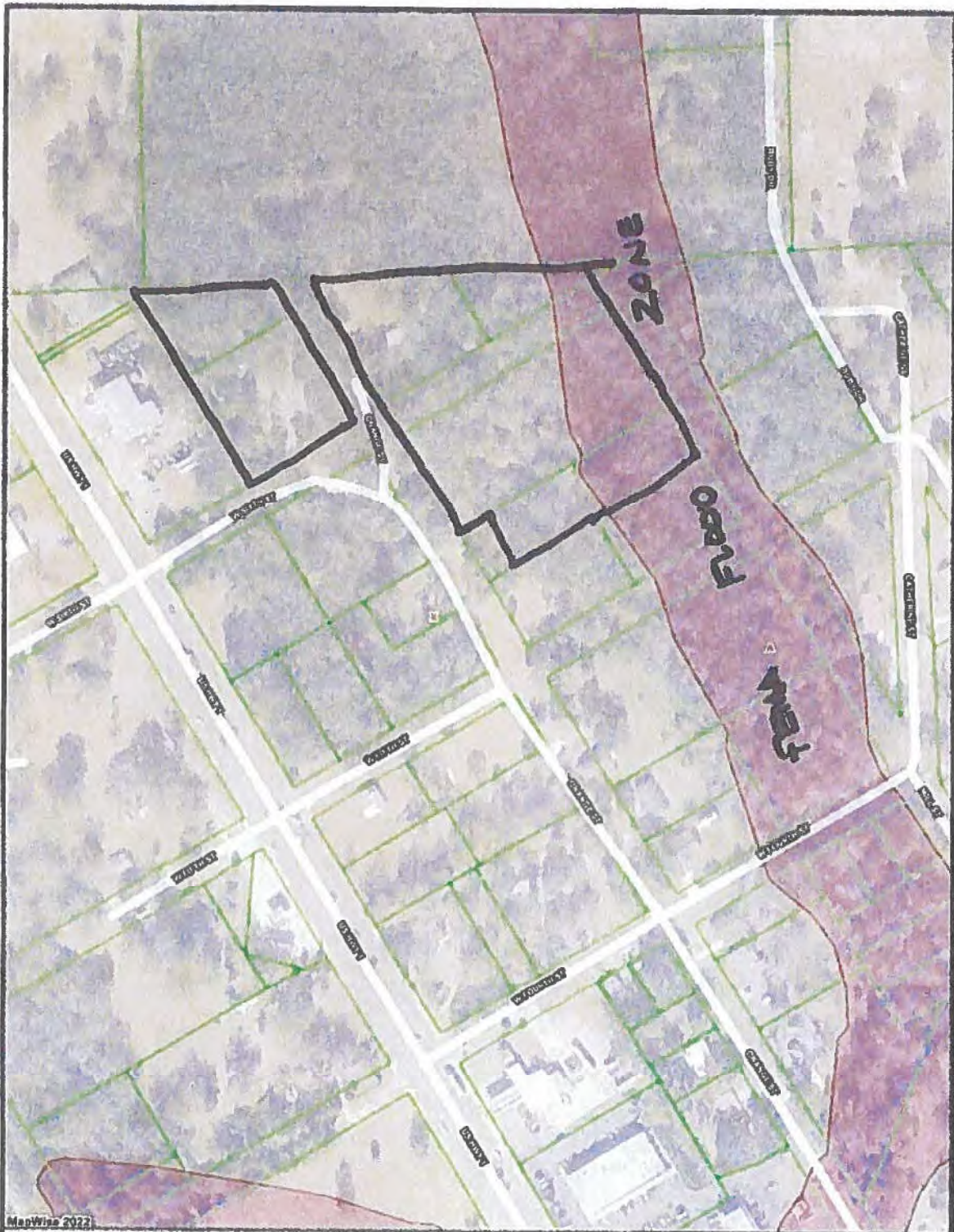
1. Wetland Delineation Maps
2. Flood Maps









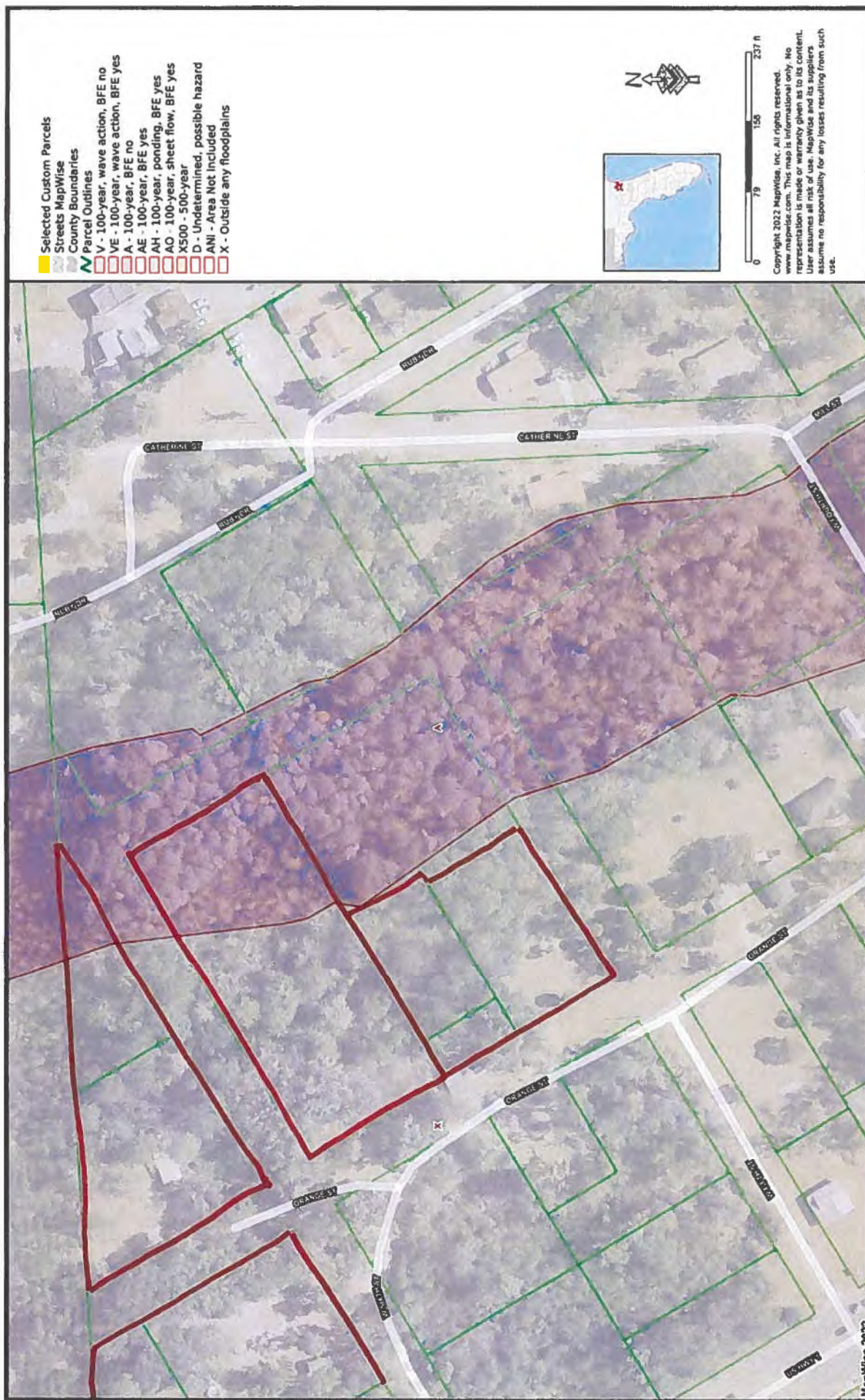


- ☐ Selected Custom Parcels
- ☐ Streets MapWise
- ☐ County Boundaries
- ☒ Parcel Outlines
- ☐ V - 100-year, wave action, BFE no
- ☐ VE - 100-year, wave action, BFE yes
- ☐ A - 100-year, BFE no
- ☐ AE - 100-year, BFE yes
- ☐ AH - 100-year, ponding, BFE yes
- ☐ AO - 100-year, sheet flow, BFE yes
- ☐ X500 - 500 year
- ☐ D - Undetermined, possible hazard
- ☐ ANI - Area Not Included
- ☐ X - Outside any floodplains



0 120 240 360 ft

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AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Lee Anne Wollitz – Land Use Administrator***

SUBJECT: Planning and Zoning Board recommendation to the Town Council for the establishment of Dayspring Commons Planned Unit Development through an Ordinance. Parcel ID No. 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, 08-3N-24-2380-0037-0010, for applicant Douglas Adkins, Dayspring Health LLC.

BACKGROUND:

Mr. Doug Adkins has submitted application to rezone the property with the Parcel ID No. 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, 08-3N-24-2380-0037-0010 from R-2 to PUD to Create the Dayspring Commons.

This application is submitted with companion applications for a proposed text amendment to the Towns Comprehensive plan as well as an amendment the Future Land Use Map.

The Planning and Zoning Board considered this item at their March 14, 2023, meeting.

RECOMMENDATION:

At the Planning and Zoning Board meeting March 14, 2023, a motion was made to recommend the proposed PUD to the Town Council for approval with the Town Planners conditions.

1. Personal property, self-service (mini warehouse) storage facilities shall be removed as a permitted use and the parking calculations revised to reflect the removal of the use.
2. A traffic study shall be performed for the development and the improvements recommended in the study shall be implemented.
3. Spaces included in the “overflow parking lot” shall not be considered in the parking calculations, unless Orange Street is paved from West Sixth Street to the parking lot and the parking lot is paved.
4. Parking calculations shall be revised to reflect the deletion of the 14 spaces in the “overflow parking lot”, unless Orange Street is paved from West Sixth Street to the parking lot and the parking lot is paved.
5. Parking calculations shall be revised to reflect the specific uses for each building and the staffing required by the specific licenses (assisted living facilities, skilled nursing facilities, and memory care facilities) by the State of Florida, to provide 1 space per employee for

highest shift, plus the following: 1 space per 1 bed for independent senior living facilities 1 space per 3 beds for assisted living facilities, skilled nursing facilities, and memory care facilities

6. Parking calculations shall be revised to provide 1 space for 150 sf. of medical/dental office and all allowable uses in Building 3.

7. Revise building square footages and number of bed/units to meet parking calculations.

8. A landscaped buffer of 5 feet and a solid wall or fence, at least six feet in height, shall be provided between the parking lot and the single-family dwelling unit on Orange Street.

9. Revise site plan and written description to reflect all changes.

The following two conditions were added/adapted during the meeting and agreed to by the developer. Conditions 10 and 11 are to replace conditions 3 and 4 from the Town Planner's list.

10. All parking will be paved and located North of Mrs. Rosa, (residence on Orange Street and South of the PUD.)

11. Developer will offer a written description and updated site plan dated after the 3/14/2023 changes.

This Recommendation passed 3-0 with two board members absent.

Changes have been made to the PUD documents and site plan following this recommendation. Town Planner, Janis Fleet will present an item report based on the most recent information.



AGENDA ITEM REPORT

PUD REZONING

R-2, SINGLE FAMILY TO PUD, PLANNED UNIT DEVELOPMENT

TO CREATE THE DAYSPRING COMMONS PUD

APPLICATION #20221123.1

1. Applicant Information:

Applicant – Courtney Gaver
 Roger Towers, P.A
 100 Whetstone Place, Suite 200
 St. Augustine, Florida 32086

Owner – Dayspring Health, LLC
 c/o Douglas Adkins
 P.O. Box 1080
 Hilliard, Florida 32046

2. Property Information

Parcel ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010
 Future Land Use Map Designation: MDR – Medium Density Residential
 Current Zoning: R-2
 Acres: approximately 5.97 acres

3. Description:

The PUD rezoning application is being submitted to create the Dayspring Commons PUD, with a companion Future Land Use Map amendment for the property from MDR, Residential Medium Density to INS, Institutional, and a Comprehensive Plan text amendment to revise the description of the Institutional Future Land Use category. The PUD rezoning and the FLUM amendment will allow for the development of a senior living campus called Dayspring Commons. The property is composed of 7 parcels totaling 5.97 acres. All the parcels are currently vacant.

Access to the property is off U.S. 1 and West Sixth Street. Two of the parcels are located north of West Sixth Street and west of Orange Street, two parcels north of West Sixth Street and east of Orange Street, three parcels south of West Sixth Street and east of Orange Street. Surrounding properties are commercial uses and vacant property along U.S.1, vacant properties on West Sixth Street, and single family and vacant properties along Orange Street.

4. PUD Rezoning

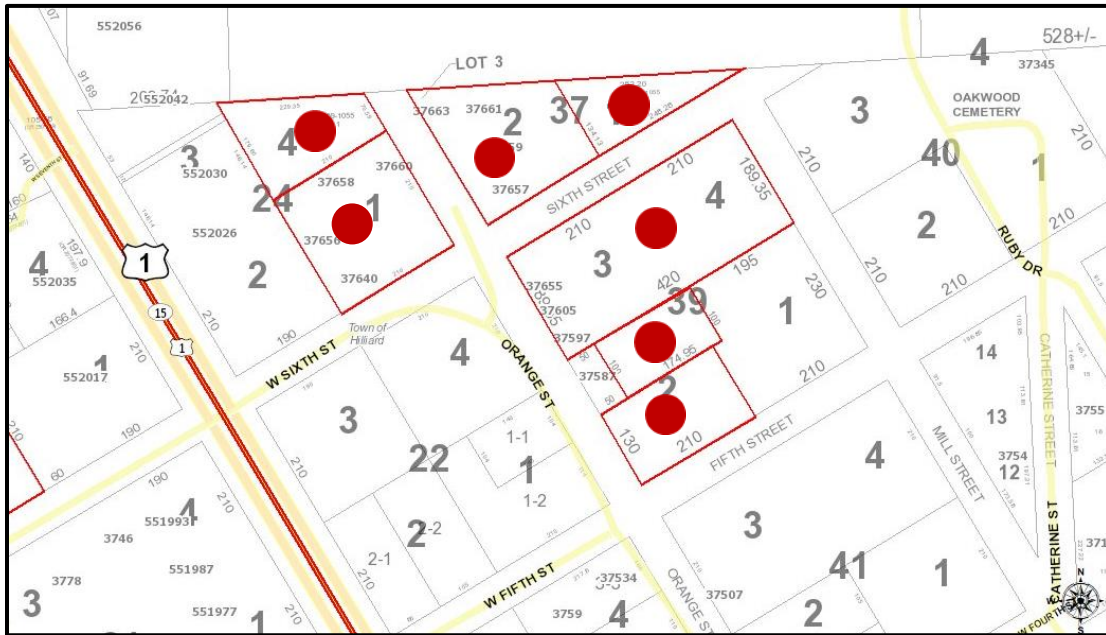
A companion application for a Future Land Use Map ("FLUM") amendment for the property to Institutional has been submitted along with a Comprehensive Plan text amendment to allow the proposed PUD rezoning. Without the FLUM amendment and the Comprehensive Plan text amendment, the PUD rezoning cannot proceed. The site plan and written description are attachments to the ordinance rezoning the property and any change in the written description or site plan will require a PUD-to-PUD rezoning. The site plan and written description provide the requirements for the development and will guide the development of the property.

The proposed text amendment to the Comprehensive Plan would allow nursing homes, assisted living facilities, memory care, and independent senior living facilities, under private ownership. Supportive uses including neighborhood-related retail and professional offices are allowed as part of a planned unit development zoning. Supportive uses are limited to 30% of the square footage of the institutional structures. Institutional land uses will be permitted with an intensity of use up to 50 percent of lot coverage. The building height shall not exceed 35 feet. The proposed Dayspring Commons PUD could be allowed in the Institutional Future Land Use category, if amended as proposed. The proposed commercial building is 30% of the square footage of the institutional structures.

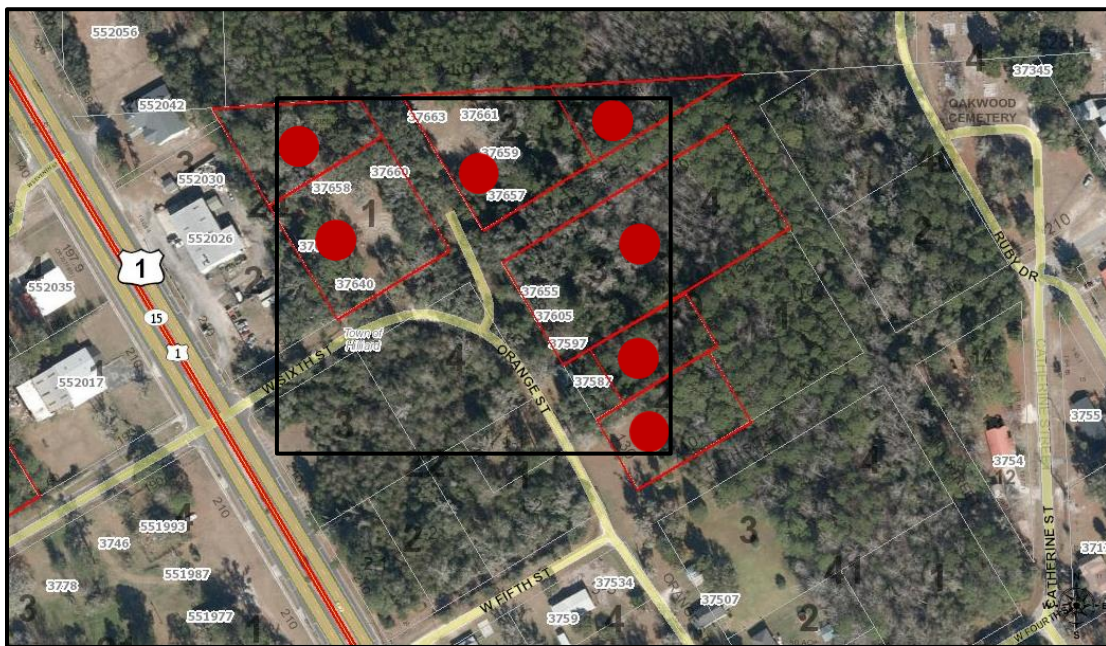
- Proposed Uses
 - Senior Living Facilities
 - Potential facilities/uses
 - Independent senior living
 - Assisted living facilities
 - Skilled nursing living
 - Memory care
 - Maximum 62,700 square feet
 - Building A - 41,100 SF (3-story/72 beds)
 - Independent senior housing
 - Building B - 21,600 SF (2-story/22 beds)
 - Independent senior housing or assisted living facilities (ALF)
 - Maximum 105 units/beds with accessory uses and related amenities.
 - Non-Residential Uses
 - Maximum of 18,810 square feet (30% of square footage of the institutional structures)
 - Building C – 18,810 SF (3-story)
 - Neighborhood-related commercial, retail, professional and medical office within C-N or MSC zoning

- 3 Stories
 - Maximum - 18,810 SF
 - Office/retail/medical
- Parking
 - 96 spaces provided.
 - PUD Proposed parking requirements
 - (1) space for every 1.5 units in independent senior living facilities
 - (1) space for every 2 units/beds in assisted living facilities
 - (1) space for every 4 units per long term care facilities
 - 1 space for 200 s.f. of medical/dental office
- Vacation of the Right of Way
 - The vacation of a portion of West Sixth Street is proposed
 - A separate ordinance for the closure of a portion of West Sixth Street would need to be approved by the Town Council
 - Closure is an integral component of the PUD site plan
 - Access, parking, and Building B are proposed in the West Sixth Street right of way
 - Dayspring Health, LLC property abuts both sides of the West Sixth Street right of way
 - Dayspring Health, LLC would receive 100 % ownership of the entire length of the 60 foot right of way
 - Approximately 0.29 acres of land
- Phases
 - 3 Phases
 - Each building in separate phase
 - Building C
 - Commercial Development
 - Phase 3
 - 10 years to develop project
 - 3 years to commence development of the project
- Traffic Improvements
 - Realign and improve West Sixth Street and Orange Street with paving, curb and gutter, water, sewer, and drainage
 - Improving West Sixth Street to the development's entrance at West Sixth Street and Orange Street
 - Only paving Orange Street 20 ft. wide for a short distance

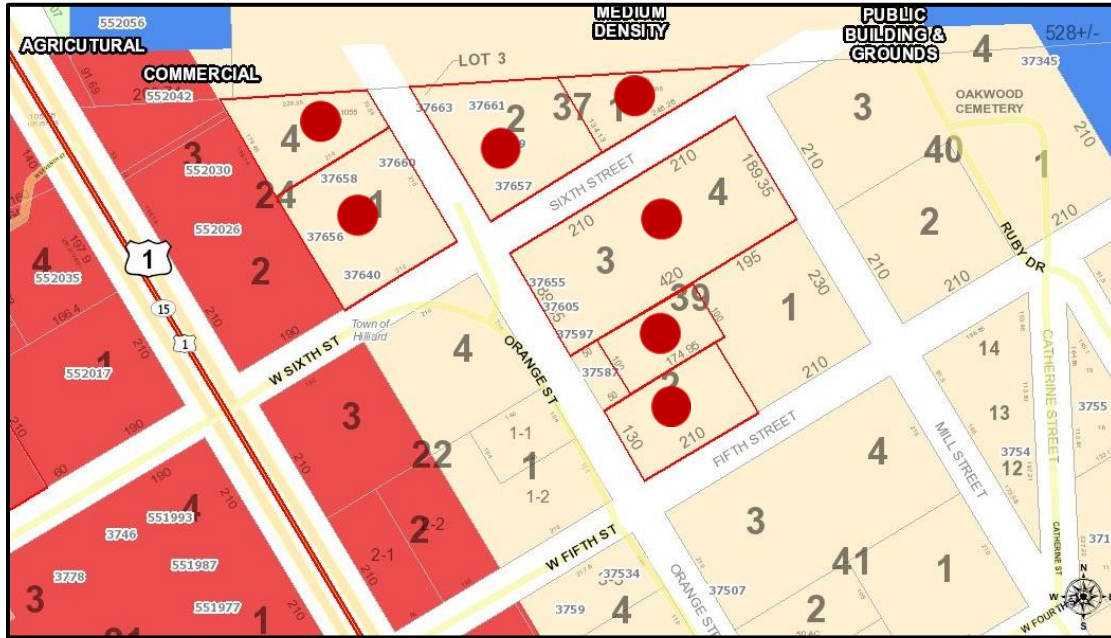
PARCEL MAP



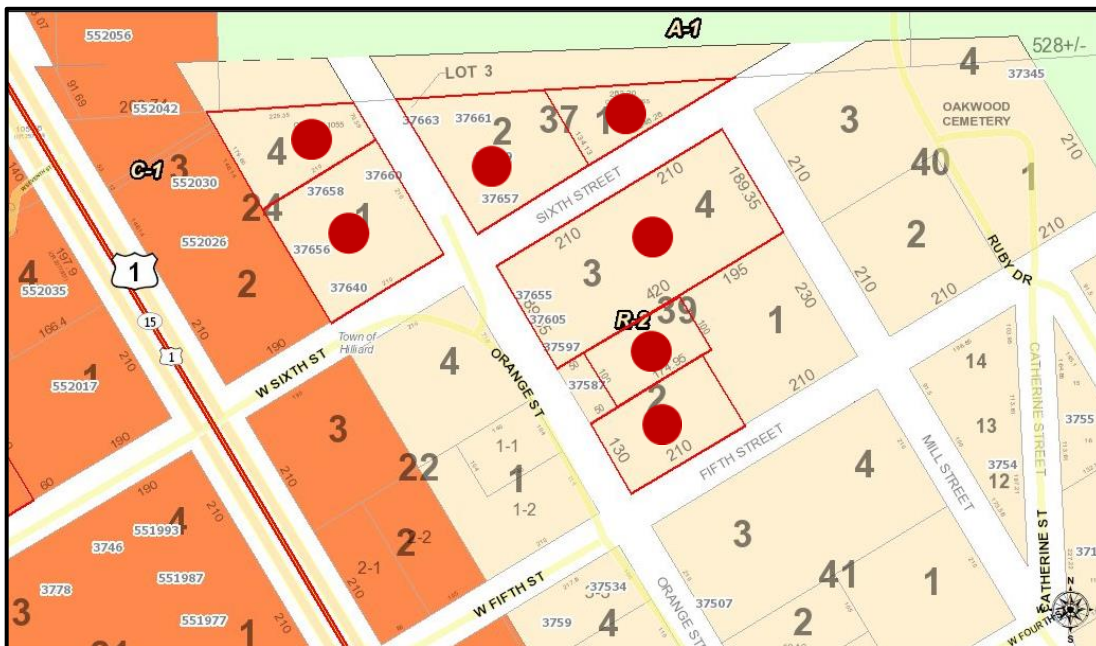
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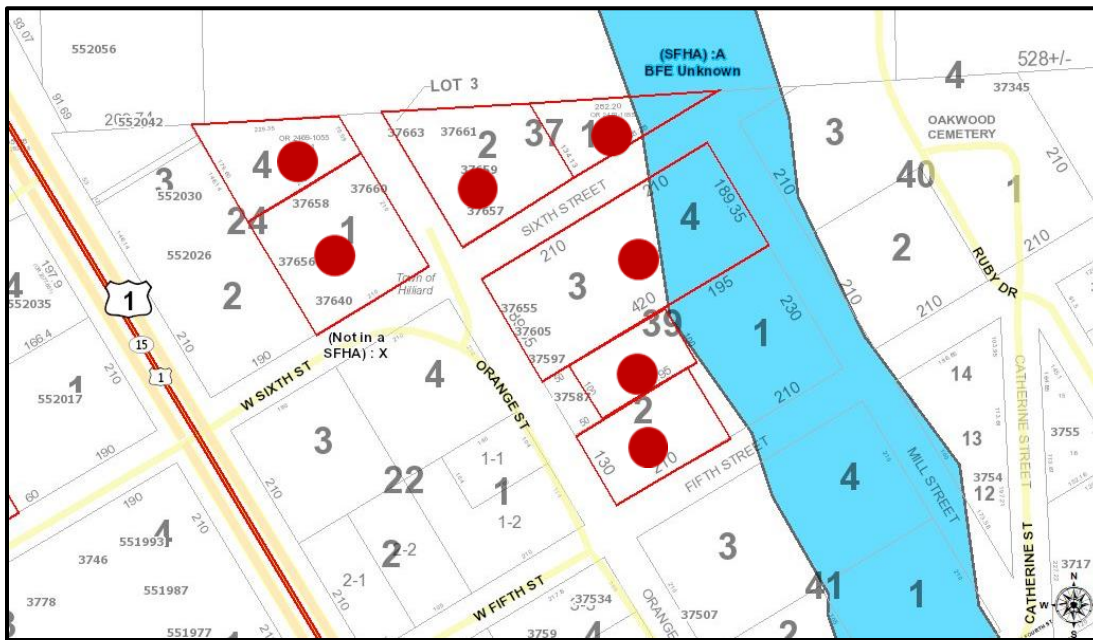


FUTURE LAND USE MAP



ZONING





5. Staff Concerns

- Intensity of development
 - Insufficient parking for the proposed development
 - Parking is less than recommended in the LDR update.
 - Parking recommended in the LDR update
 - (1) parking space for every 1 unit in independent senior living facilities
 - Would need 72 parking spaces for the independent living facilities, instead of 48 parking spaces proposed
 - 27% of the site is wetlands and is undevelopable.
 - Actual land for development is 4.38 acres
- Traffic impact on the neighborhood

6. Consistency with Comprehensive Plan Policies

The PUD rezoning, will allow for the development of a senior living campus in Hilliard. The proposed PUD will provide buffers for the existing single family development along Orange Street. The PUD amendment will allow for a transition of intensity from the commercial development on U.S.1 and the single family development along Orange Street. The PUD rezoning will be compatible with the surrounding development, if the concerns of staff are addressed.

7. Availability of Services

Water and sewer services have the capacity to serve this development. The applicant will pay all costs related to the extension of the water and sewer services.

8. Land Suitability

There are 1.61 acres of wetlands located on the site. The soils for the upland portion of the property are suitable for development. The PUD site plan proposes to protect the wetlands on the site. Any development on the site will need to be permitted by the appropriate agencies, including the St. Johns River Water Management District, to assure there will be no impacts to the wetlands on the site. A portion of the property is in the 100 year flood zone. The PUD site plan does not propose any development in the 100 year flood zone.

9. Planning and Zoning Board Meeting

At their March 14, 2023 meeting the Planning and Zoning Board held a public hearing on the proposed rezoning of the subject property from R-2 to PUD. Staff recommended approval of the rezoning with the following conditions:

1. Personal property, self-service (mini-warehouse) storage facilities shall be removed as a permitted use and the parking calculations revised to reflect the removal of the use.
2. A traffic study shall be performed for the development and the improvements recommended in the study shall be implemented.
3. Spaces included in the "overflow parking lot" shall not be considered in the parking calculations, unless Orange Street is paved from West Sixth Street to the parking lot and the parking lot is paved.
4. Parking calculations shall be revised to reflect the deletion of the 14 spaces in the "overflow parking lot", unless Orange Street is paved from West Sixth Street to the parking lot and the parking lot is paved.
5. Parking calculations shall be revised to reflect the specific uses for each building and the staffing required by the specific licenses (assisted living facilities, skilled nursing facilities, and memory care facilities) by the State of Florida, to provide 1 space per employee for highest shift, plus the following:
 - 1 space per 1 bed for independent senior living facilities
 - 1 space per 3 beds for assisted living facilities, skilled nursing facilities, and memory care facilities
6. Parking calculations shall be revised to provide 1 space for 150 s.f. of medical/dental office and all allowable uses in Building 3.
7. Revise building square footages and number of bed/units to meet parking calculations.
8. A landscaped buffer of 5 feet and a solid wall or fence, at least six feet in height, shall be provided between the parking lot and the single family dwelling unit on Orange Street.
9. Revise site plan and written description to reflect all changes.

After discussion by the Planning and Zoning, the applicant agreed to revise the site plan to reconfigure the retention areas, remove the unpaved overflow parking area, and to add an additional paved parking area to the site plan. The developer also agreed to only count paved parking spaces to meet the minimum parking required for the project.

The Planning and Zoning Board recommended approval of the PUD with the following conditions:

1. Personal property, self-service (mini warehouse) storage facilities shall be removed as a permitted use and the parking calculations revised to reflect the removal of the use.
 2. A traffic study shall be performed for the development and the improvements recommended in the study shall be implemented.
 3. Parking calculations shall be revised to reflect the specific uses for each building and the staffing required by the specific licenses (assisted living facilities, skilled nursing facilities, and memory care facilities) by the State of Florida, to provide 1 space per employee for highest shift, plus the following: 1 space per 1 bed for independent senior living facilities 1 space per 3 beds for assisted living facilities, skilled nursing facilities, and memory care facilities.
 4. Parking calculations shall be revised to provide 1 space for 150 s.f. of medical/dental office and all allowable uses in Building 3.
 5. Revise building square footages and number of bed/units to meet parking calculations.
 6. A landscape buffer of 5 feet and a solid wall or fence, at least six feet in height, shall be provided between the parking lot and the single-family dwelling unit on Orange Street.
 7. Revise site plan and written description to reflect all changes.
 8. All parking will be paved and located North of Mrs. Rosa residence. (residence on Orange Street and South of the PUD.)
 9. Developer shall submit a revised written description and updated site plan to reflect these changes.
10. PUD Site Plan and Written Description for review at Town Council Meeting – May 18th, 2023
1. The applicant submitted a revised written description and site plan on April 19, 2023. After initial review by staff, another revised written description and site plan was submitted to the Town on May 1, 2023. The Town Council will consider the documents submitted May 1, 2023, at the public hearing on May 18th.
 2. The proposed PUD is too intensive for the site.
 - a. Wetlands limit the available land for development.
 - b. Insufficient parking provided.
 - i. 1.5 parking space for every 1 unit in independent senior living facilities instead of 1 space for every 1 unit in independent senior living facilities being proposed in LDR update.
 - ii. Parking requirements limit intensity of development, i.e., the square footage of a development or number of units that can be built.

- iii. Applicant's parking requirement provided for 72 independent living units and 22 assisted living facilities for a total of 96 beds/units.
 - 1. Site plan and written description request maximum of 105 units/beds.
 - iv. Parking only provided for one floor, 6,270 s.f, of Building C.
 - 1. No parking is provided for the 2nd or 3rd floors of the building.
 - 2. 2nd and 3rd floors are proposed storage for the residents residing on the campus.
11. Staff recommends approval of the 1st reading of Ordinance 2023-06, the rezoning of the subject property from R-2 to PUD with the following conditions:
- 1. The traffic study performed for the development will be reviewed by the Town and the improvements recommended in the study shall be implemented.
 - 2. Parking calculations for independent living facilities shall be revised to 1 space per independent living unit.
 - 3. The maximum number of units/beds to be revised to reflect the number of units/beds that can be constructed on the site to meet minimum parking requirements.
 - 4. Revise site plan and written description to reflect all changes.

DATE: April 20, 2023
 TO: Nassau County Record
 FROM: Hannah Martinez, Town of Hilliard
 RE: Advertisement

- Please place the following advertisement in your April 26, 2023, edition.
 - Please run this Notice of Public Hearing in the Legal Notices Section.
 - Please furnish Proof of Publication, as soon as possible.
-

NOTICE OF PUBLIC HEARING

FIRST READING OF ORDINANCE NO. 2023-06

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION, REZONING OF THAT CERTAIN PROPERTY CONSISTING OF APPROXIMATELY 5.97 ACRES, MORE OR LESS LOCATED OFF WEST SIXTH STREET AND ORANGE STREET AND MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" LEGAL DESCRIPTION, HILLIARD, FL, NASSAU COUNTY PARCEL ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, AND 08-3N-24-2380-0037-0010, FROM R-2, SINGLE FAMILY RESIDENTIAL TO PUD, PLANNED UNIT DEVELOPMENT TO CREATE THE DAYSPRING COMMONS PUD; SPECIFICALLY DESCRIBED IN ATTACHMENT "B" WRITTEN DESCRIPTION, AND ATTACHMENT "C" SITE PLAN; PROVIDING FOR SEVERABILITY, REPEALER, AND PROVIDING FOR AN EFFECTIVE DATE.

The Town Council of the Town of Hilliard, Florida will hold a Public Hearing on Thursday, May 18, 2023, at 7:00 p.m., in the Hilliard Town Hall Council Chambers, located at 15859 West County Road 108, Hilliard, Florida, 32046. To hear input regarding the property consisting of approximately 5.97 acres located off West Sixth Street and Orange Street. Also known as Parcels ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010, rezoning from R-2, Single Family Residential to PUD, Planned Unit Development to Create the Dayspring Commons PUD.

The rezoning will allow the property to be developed for a Senior Living Campus with commercial, offices, and storage.

Action on the matter may be taken following the closing of the Public Hearing. A copy of Ordinance No. 2023-06 and the application is available for inspection and copying at Town Hall during normal business hours 9:00 a.m. to 5:00 p.m., Monday through Friday.

PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, the following notification is given: If a person decides to appeal any decision made by the Town Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons with disabilities requiring accommodation in order to participate in this proceeding should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodation.

Town of Hilliard
Janis K. Fleet, AICP, Town Planning Consultant
Lisa Purvis, MMC, Town Clerk

ORDINANCE NO. 2023-06

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, REZONING THE PROPERTY CONSISTING OF APPROXIMATELY 5.97 ACRES, MORE OR LESS, LOCATED OFF WEST SIXTH STREET AND ORANGE STREET AND MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" LEGAL DESCRIPTION HILLIARD, FL, NASSAU COUNTY PARCEL ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010, FROM R-2, SINGLE FAMILY TO PUD, PLANNED UNIT DEVELOPMENT TO CREATE THE DAYSRING COMMONS PUD; SPECIFICALLY DESCRIBED IN EXHIBIT "B" WRITTEN DESCRIPTION, AND EXHIBIT "C" SITE PLAN; AND PROVIDING FOR SEVERABILITY, REPEALER, AND SETTING AN EFFECTIVE DATE.

WHEREAS, the property owner for the property consisting of approximately 5.97 acres, more or less, which is located off West Sixth Street and Orange Street and more particularly described in Exhibit "A" Legal Description, Hilliard, FL, Nassau County PARCEL ID: # 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010, requested zoning change for the subject from R-2, Single Family to PUD, Planned Unit Development ; and

WHEREAS, the owner has requested to rezone the property described Exhibit "A" Legal description to PUD, Planned Unit Development to create the Dayspring Commons PUD; and

WHEREAS, the Town of Hilliard Planning & Zoning Board held a duly noticed public hearing on March 14, 2023, regarding the rezoning of the of the subject property to PUD, Planned Unit Development; and

WHEREAS, the Town of Hilliard Planning and Zoning Board, has reviewed the proposed rezoning of the subject property to PUD, Planned Unit Development and found it to be consistent with the Town's Comprehensive Plan and the Town's Code, and recommended approval to the Town Council of the rezoning of the subject property from R-2, Single Family to PUD, Planned Unit Development, at their March 14, 2023, regular meeting; and

WHEREAS, the Town Council has completed a review of the request and finds it in compliance with the Town's Comprehensive Plan and the Town's Code and does not adversely impact the health, safety, and welfare of the Town's residents; and

WHEREAS, a companion Comprehensive Plan Future Land Use Map amendment to INS Institutional has been applied for the subject property and has been approved by the Town Council; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, AS FOLLOWS:

SECTION 1. RECITALS. The foregoing findings are true and correct and are hereby adopted and made a part hereof.

SECTION 2. LEGAL DESCRIPTION. The property with Nassau County Parcel ID:# 08-3N-24-2380-0024-0040, 08-3N-24-2380-0039-0012, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0037-0020, 08-3N-24-2380-0024-0010, 08-3N-24-2380-0039-0025, and 08-3N-24-2380-0037-0010, more particularly described in described in Exhibit "A", Legal Description, is hereby rezoned from R-2, Single Family, to PUD, Planned Unit Development to create the Dayspring Commons PUD:

SECTION 3. PUD PLAN. This ordinance includes Exhibits "B", Written Description and "C", Site Plan, for the Dayspring Commons PUD created by this ordinance. Development of and uses within the PUD shall conform to the limitations and conditions set forth in this ordinance and in the attached written description and site plan.

SECTION 4. Recording. The Town Clerk is authorized and directed to forward a certified copy of this Ordinance to the Clerk of the Circuit Court for recordation and to the Nassau County Property Appraiser to update any records as may be deemed necessary.

SECTION 4. REPEALER. Any Ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect immediately upon its final adoption.

ADOPTED this _____ day of _____, _____, by the Hilliard Town Council.

Kenneth A. Sims
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

Planning & Zoning Board Publication:	December 21, 2022
Planning & Zoning Board Public Hearing:	January 10, 2023
Town Council First Publication:	April 26, 2023
Town Council First Public Hearing:	May 18, 2023
Town Council Second Publication:	
Town Council Second Public Hearing:	

**EXHIBIT A
LEGAL DESCRIPTION**

LEGAL DESCRIPTION OF PARCEL 1 BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 246.89 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 237.22 FEET TO THE SOUTHWESTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1249, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE SOUTH 52°38'00" EAST, ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 39,761.05 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0020

LEGAL DESCRIPTION OF PARCEL 3 BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT

RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 417.42 FEET TO A POINT LYING ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF MILL STREET (A 60-FOOT RIGHT-OF-WAY); RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 190.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF CCRC WOODLAND, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF SAID COUNTY), A DISTANCE OF 192.09 FEET TO A NORTHWESTERLY CORNER THEREOF; RUN THENCE SOUTH 52°38'00" EAST, ALONG A SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 95.38 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST TO AND ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF EULA MAE SCUSSELL ESTATE, A DISTANCE OF 175.00 FEET TO A POINT; RUN THENCE NORTH 52°38'00" WEST, A DISTANCE OF 100.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, A DISTANCE OF 50.33 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 185.38 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 95,768.53 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel Nos.: 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031

LEGAL DESCRIPTION OF LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 50 FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN SOUTH 37°-22'-00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 201.52 FEET TO THE SOUTHERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 52°-42'-27" WEST, A DISTANCE OF 208.71 FEET TO THE WESTERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 37°-22'-00" EAST, A DISTANCE OF 201.79 FEET TO THE NORTHERNMOST CORNER THEREOF, SAID POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°-38'-00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.97 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0024-0010

LEGAL DESCRIPTION OF A PORTION OF BLOCK 39, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 132.34 FEET TO A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OF ROSA M. ALLEN (ACCORDING TO DEED RECORDED IN BOOK 1180, PAGE 1307, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE NORTH 37°22'00" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS AND THE NORTHEASTERLY PROLONGATION THEREOF, A DISTANCE OF 208.71 FEET TO A POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LANDS NOW OR

FORMERLY OF CCRC WOODLANDS, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE SOUTH 52°38'00" EAST ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 132.34 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

Parcel No.: 08-3N-24-2380-0039-0025

LEGAL DESCRIPTION OF A PORTION OF BLOCK 37, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN NORTH 52°38'00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHEASTERLY PROLONGATION OF AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.38 ACRES (16,651.28 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0010

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.79 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY GLENN & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 792, PAGE 902, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 179.60 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 229.35 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.58 ACRES (25,243.38 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0024-0040

EXHIBIT B WRITTEN DESCRIPTION

Dayspring Commons Planned Unit Development PUD Written Description November 22, 2022 Revised April 28, 2023

I. PROJECT DESCRIPTION

This application for the Dayspring Commons Planned Unit Development (“PUD”) is submitted by Dayspring Health, LLC, a Florida limited liability company (“Applicant”), the owner of the property subject to this application. As described herein, the Applicant proposes to rezone 5.97 acres of property from Single Family R-2 to PUD to allow for development of an institutional campus to provide senior housing with supportive neighborhood commercial uses, as herein described. The Applicant is proposing to construct three buildings with related amenities for a maximum of 62,700 square feet of senior living residential uses (maximum of 105 units/beds), and a maximum of 18,810 square feet of neighborhood-related commercial, retail and professional office uses. All references herein to the Applicant shall include the Applicant’s successors and assigns.

The property that is subject of the proposed rezoning is owned by the Applicant and located east of U.S. Highway 1 / North Kings Road at West Sixth Street and Orange Street, being more particularly described in **Exhibit “A”** attached hereto (collectively, the “Property”). The Property consists of seven parcels having Nassau County Real Estate Identification Nos. 08-3N-24-2380-0024-0040; 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031; 08-3N-24-2380-0037-0020; 08-3N-24-2380-0024-0010; 08-3N-24-2380-0039-0025; and 08-3N-24-2380-0037-0010. The Property totals 5.68 +/- acres.

The Property has a Future Land Use map (“FLUM”) designation of Medium Density Residential (“MDR”). This application is submitted as a companion application to the proposed amendment to the Town of Hilliard’s FLUM to change the Property’s FLUM designation from MDR to Institutional with a text amendment to allow development of neighborhood-related commercial, retail and professional office uses within the Institutional FLUM designation. The project will allow for densities and intensities within the parameters of the Institutional land use category. The immediately adjacent FLUM categories are Commercial to the west and MDR to the north, east and south. The Property is surrounded by existing and abandoned commercial uses, existing single-family residential homes and timberlands. The Property presently contains agricultural timber and wetlands. The Applicant has taken steps to preserve all on-site wetlands.

A preliminary conceptual site plan indicating the general layout of the site is attached to the PUD as **Exhibit “B”** (the “Conceptual Site Plan”). The Conceptual Site Plan is conceptual only and may be subject to change due to site characteristics, design and engineering factors. The Conceptual Site Plan shows the locations of the proposed buildings within the Property along with

parking, open space, wetland, wetland buffers, stormwater ponds and existing local roadways to be relocated as part of the proposed development.

The project will provide public benefits including (i) provision of senior housing, (ii) provision of supportive commercial, medical and office uses; (iii) preservation of 1.61 acres of wetlands; (iv) creation of jobs for Town residents with commercial development, (v) reconfiguration and circulation improvement to portions of existing roadways (West Sixth Street and Orange Street); and (vi) property taxes and other revenues generated by the proposed development.

As a companion to this rezoning application, the Applicant will be requesting the Town vacate, abandon and close a 0.29-acre portion of West Sixth Street, which road is unimproved and bisects the northern portion of the Property (the majority of which are wetlands) and terminates into Mill Street (an unopened, local roadway). The portion of West Sixth Street the Applicant is requesting the Town vacate is the upland portion and is depicted on the Conceptual Site Plan as “this portion of Sixth Street to be abandoned.” As shown on the Conceptual Site Plan, the Applicant shall reserve a 30-foot easement for future Town utilities.

II. USES AND RESTRICTIONS

A. Permitted Uses: The development will be constructed in an orderly manner. The following uses and structures shall be permitted within the Property.

1. Senior living residential uses shall be limited to a maximum of 62,700 square feet which may include up to 105 units/beds with all accessory uses and related amenities. The senior living¹ uses may include: housing for seniors including, independent senior living, assisted living, or long term care facilities (skilled nursing living, memory care, and/or hospice).

2. Neighborhood-related commercial, retail, professional and medical office uses shall be permitted within the Property up to a maximum of 18,810 square feet and may include those uses permitted as a principal use and use by exception within the Commercial Neighborhood (C-N) or Main Street Commercial (MSC)² designation of the Code including the following retail, service, and medical uses:

- a. Medical and dental offices and clinics;
- b. Research laboratories;
- c. Professional and business offices;
- d. Service establishments such as barber or beauty shops, shoe repair shops;

¹ Any residents of the Property are seniors and will not include school-aged children.

² As of the date of this PUD Written Description, the Town is in the process of revising its Code to replace the Neighborhood Commercial (C-N) designation with the MSC rezoning. In the event the Town fails to enact such change, the Applicant shall have the right to include neighborhood-type commercial uses as detailed in this text.

- e. Day care/child care centers;
- f. Parcel delivery office;
- g. Bank and financial institution;
- h. Delicatessen, bake shop;
- i. Restaurant without drive-through facilities;
- j. Retail sales without outside sales or storage;
- k. Structured parking; and
- l. Those uses included in Section II.B. below.

Temporary construction/sales trailers may be utilized and placed on the Property until completion of the development.

B. Uses by Special Exception: Off-site signs as set forth in Section 62-425 of the Zoning and Land Development Regulations (hereafter, “LDR” or the “Code”) and wireless telecommunication facilities as set forth in Section 62-386(d) shall be an allowable use.

C. Accessory Uses: Accessory uses and structures will be allowed as prescribed in the LDR, provided such uses and structures are of the nature customarily incidental and clearly subordinate to the permitted or principal use of a structure within the Property. The following accessory uses and structures shall be permitted for residential uses under Section II.A.1. including, without limitation, personal property, self-service storage facilities for the purpose of renting or leasing enclosed, individual storage space for any owner, resident or tenant of the Property; chapels, cafeteria/dining facilities, and commercial kitchens, recreational and fitness facilities ancillary to such permitted use, including a gymnasium, fitness center, indoor and/or outdoor pool, one or more docks, gazebos and similar structures, walking trails, meditation areas, open space, greenspace, and passive open space uses including recreational paths, benches, picnic tables, informational displays, kiosks, viewing areas, observation decks, and associated community/recreational structures

D. Restriction on Uses: As provided, the development will only include the uses described in Section II.A.-C. above.

III. DESIGN GUIDELINES

A. Lot Requirements:

- a. Setbacks: Setbacks shall be measured per the LDR and shall be as follows; provided, encroachments by sidewalks, driveways, parking, signage, utility structures, stormwater ponds, fences, street/park furniture, and other similar improvements shall be permitted within the minimum building setbacks.

- 1) Front Yard: 10 feet; Lots having a second frontage shall have a setback of 10 feet for the second frontage.
 - 2) Rear Yard: 5 feet
 - 3) Side Yard: 10 feet
 - 4) All structures shall have a minimum separation of 20 feet, as measured from the furthest projection on the structure to the furthest projection of any other structure.
- b. Building height: Buildings shall not exceed 35 feet in height.
 - c. Minimum lot requirements (width and area); 60 feet and 6,000 square feet.
 - d. Maximum impervious surface ratio: 35 percent.
 - e. Maximum lot coverage by buildings: 50 percent of the Property (not to include parking or drainage facilities)

The development of the Property will occur in several construction phases over not more than ten (10) years. The development will be divided into three (3) phases, with Building A, Building B and Building C each being a separate phase; provided, however, that Building C shall be constructed as part of the final phase of the development. Permitting and physical development within each phase may occur as market conditions dictate. Construction of the initial phase shall commence no later than three (3) years from the date of the PUD Ordinance approval. For purposes of this PUD, “commencement” shall mean securing approved construction drawings of all or of a portion of the site. “Completion” of the development shall be defined as the installation of horizontal infrastructure and Town approval of as-builts. Upon request from the Applicant, the Town Council may extend the commencement period by an additional one (1) year for good cause.

The Conceptual Site Plan indicates the preliminary, general layout for the PUD for construction of the development. The location and size of all lots, roads, project entrances, recreation/open space and other areas shown on the Conceptual Site Plan are conceptual such that the final location of any roads, project entrances, recreation/open space and other areas will be depicted on the final development plan and the final engineering plans for the particular phase of the project. The Conceptual Site Plan has been designed to utilize the most intensive parking calculation for each the proposed use for each building to ensure final development meets parking criteria as provided in Section III(B)(1) at final engineering plan approval. The Property has been designed that Building A may be utilized as any senior living residential use, Building B may be utilized as assisted living or long-term care uses, and Building C may be utilized with neighborhood-related commercial, retail, professional and medical office uses.

B. Ingress, Egress and Circulation:

1. **Parking Requirements:** Vehicular off-street parking will be provided in accordance with applicable off-street parking and loading requirements of LDR Section 62-382 in effect at the time of final engineering plan approval, with the following additional and superseding provisions:

Parking standards for the following uses shall be provided at the following minimum ratio:

Use	Minimum Number of Off-Street Parking Spaces Required
Independent senior living facilities	1 space per 1.5 units
Assisted living facilities	1 space per 2 units/beds
Long term care facilities (skilled nursing living, memory care, and hospice)	1 space per 4 units/beds
Professional and business offices	1 space for each 200 square feet of gross floor area
Medical and dental clinics or offices	1 space for each 200 square feet of gross floor area
Personal property, self-service storage facilities	0 parking spaces required as individual units are for owners, tenants, and residents of the Property
Where fractional spaces result, same shall be rounded to the nearest whole number.	

Parking shall be provided within the common parking as shown on the Conceptual Site Plan. The Conceptual Site Plan has been designed to utilize the most intensive parking calculation for the proposed use of each building, as follows:

Building	Maximum Intensive Use	Maximum Units/Beds or Square Feet	Required Spaces
A	Independent Living Facility	72 units	48
B	Assisted Living Facility	22 units/beds	11
C	Professional/business office, medical and dental clinics or offices (first floor)	6,270 Sq. Ft.	31

Individual parcels may share parking with other facilities, with shared parking agreements. Structured parking may be either stand alone or integrated with another permitted use.

2. **Vehicular Access/Interconnectivity:** The Conceptual Site Plan depicts preliminary vehicular circulation system and shows all points of connection with public rights-of-way. Access to the Property will be provided off West Sixth Street from U.S. Highway 1 in the locations depicted on the Conceptual Site Plan. The internal streets shall be designed and constructed with a minimum 50' right-of-way, curb and gutter, potable water and sanitary sewer treatment and collection systems and maintenance thereof shall be dedicated or granted to the Town of Hilliard in accordance with the Town's standards for acceptance and dedication. An ambulatory drop off and turnaround area is located in the area depicted on the Conceptual Site Plan. The Applicant will also provide pedestrian interconnectivity with neighboring commercial areas to the north, where feasible.

3. **Traffic Improvements:** The Applicant, at its expense, shall coordinate with the Town to realign and improve portions of West Sixth Street and Orange Street as shown on the Conceptual Site Plan (collectively, the "Roadway Improvements") as follows: West Sixth Street from U.S. Highway 1 to the project entrance at the intersection with Orange Street, and Orange Street from the intersection of West Sixth Street southeast along the project's boundary for a distance of +/- 85 feet to the home owned by Rosa Marie Allen having Parcel Identification No. 08-3N-24-2380-0039-0023 which encroaches into the roadway. As part of the Roadway Improvements, the Applicant shall install stop bar with yellow double stripes and stop/street sign combinations at the intersection of West Sixth Street and Orange Street. The Applicant has assisted the Town with prior application for economic development funding for the Roadway Improvements (the "Funding Contribution"). To the extent the Town receives the Funding Contribution, such Funding Contribution shall be held by the Town in escrow for the benefit of the Applicant. The Applicant will design, permit and construct the Roadway Improvements as its expense with allocation of the Funding Contribution if awarded to the Town. The Roadway Improvements shall be constructed pursuant to applicable requirements of the Town and as part of Phase I.

As part of the driveway permit application with the Florida Department of Transportation ("FDOT"), the Applicant shall be required to conduct a traffic study by a professional traffic engineer (the "Traffic Study"), which shall be submitted and subject to the

review and approval by FDOT. The Traffic Study shall be comprehensive and shall evaluate the impact of the PUD through buildout and evaluate individual thresholds or phases of development in the PUD. The applicant shall be responsible for roadway improvements to U.S. 1 as identified in the Traffic Study and as required by FDOT based upon the Traffic Study.

4. **Pedestrian Access & Streetlights:** Pedestrian circulation will be provided via sidewalks that are a minimum width of five (5) feet. Sidewalk will be located throughout the project, which locations are depicted on the Conceptual Site Plan. In addition, sidewalks will be located on one side of West Sixth Street and Orange Street depicted on the Conceptual Site Plan to provide pedestrian interconnectivity within the Project. All pedestrian accessible routes shall meet the requirements of the LDR, Florida Accessibility Code for Building Construction (“FACBC”) and Americans Disability Act Accessibility Guidelines (“ADAAG”) established by Florida law and 28 CFR Part 36. Streetlights will be purchased and installed at the Applicant’s expense along all streets as approved by the Town of Hilliard’s Public Works’ Department. Electrical services and maintenance of the streetlights shall be the responsibility of the Town once the Town accepts dedication of the streets.

C. Signs and Entry: Dayspring Commons will have an entry feature and related identification signage at the main entrances along West Sixth Street. All project signage will comply with applicable provisions of the Town Signage Code. Exact sign locations will be depicted on construction plans. The Applicant shall be permitted to erect temporary on-site construction and real estate signage on the Property, in conformance with the Code. Because construction of the Project may be phased, the Applicant shall be permitted to place temporary signage within portions of the Property in which construction is underway to direct tenants, customers and other visitors to other areas of the Property that are in operation.

D. Landscaping: Landscaping for the Project will be designed to establish a high-quality environment that provides for visibility, safety and low maintenance. The landscape will be designed to enhance the site and to coordinate with the proposed architecture. The design of the landscaping shall provide a pleasant appearance from the adjacent roadways. Landscaping will be consistent with typical plantings found in Nassau County.

A landscaped entrance will be constructed at all entrances to the development. The landscaped entrancing will be designed to be aesthetically compatible with each other so as to result in a uniform aesthetically pleasing appearance. Compatibility of design shall be achieved by the repetition of certain plant varieties and other landscape materials.

Parking areas will be landscaped at a minimum of five (5) percent of vehicle use area, utilizing parking islands and greenspace interspersed throughout the parking fields. Terminal islands will be a minimum of twelve (12) feet in width and internal islands being a minimum of

eight (8) feet wide and containing at least one (1) tree. Spacing of internal islands may be a maximum of 130 feet or fourteen (14) spaces. Continuous landscaping will be provided along the perimeter of the Property adjacent to existing single-family residential uses to provide screening of parking and service areas. Trees will be a mixture of canopy and non-canopy trees intermingled throughout, with a minimum of 70 percent of proposed trees being canopy trees. A minimum of 30 percent non-canopy trees will be utilized where appropriate to accommodate views and lighting.

In order to emphasize water conservation, plantings will be selected from the St. Johns River Water Management District's Florida Waterwise plant database as appropriate to the local climate. Landscaping shall be in conformance with all LDR provisions.

E. Recreation and Open Space: The design of the PUD incorporates common open space, as well as varied active and passive recreation opportunities, meeting and exceeding the standards of the LDR. Open space and common areas will exceed the 20% open space requirement of LDR Section 62-316(b). The Conceptual Site Plan provides more than 20% open space which is comprised of preserved onsite wetlands, the upland buffer, and pond area.

F. Utilities:

1. **Potable Water/Sanitary Sewer:** All electrical, telephone and cable lines will be installed underground on the site. Water and sewer will be connected to the existing lines and gravity sewer located at Orange Street and West Sixth Street, as depicted on the Conceptual Site Plan. This work will be installed by the Applicant and no public funds shall be needed for the provision of new infrastructure.
2. **Electrical Utilities:** All electrical and telephone lines will be installed underground on the site. Electrical power will be provided by Florida Power & Light (FPL).
3. **Fire Protection:** The Applicant will install fire hydrants in accordance with the LDR in the location(s) approved by the Fire Marshall.
4. **Solid Waste:** Solid waste will be handled by the licensed franchisee in the area.

G. Wetlands/Environmental: The Property contains approximately 1.61 acres of jurisdictional wetlands as depicted on the Conceptual Site Plan, which will be retained to preserve and enhance the natural attributes of the Property. Appropriate buffers will be provided as required by the LDR and St. Johns River Water Management District ("SJRW") requirements. All gopher tortoise burrows which may become active prior to construction, will be relocated in accordance with Florida Fish and Wildlife Conservation Commission ("FWC") requirements.

H. Stormwater: Stormwater will be handled on site within retention areas, with conveyance via the roadways and/or piping within appropriate easements. The drainage structures

and facilities will be designed and constructed in compliance with the LDR in effect at the time of permitting, subject to SJRWMD standards. The stormwater treatment facility will be maintained by the owner or a property owners' association in accordance with SJRWMD requirements.

I. Maintenance of Common Areas: The common areas and infrastructure within the Property will be maintained by the owner or a property owners' association.

IV. ADDITIONAL CONDITIONS

1. Additional buffering (a minimum of ten (10) feet of landscaping buffer with 85% opacity) shall be located along the northern and eastern boundaries of Building A adjacent to Orange Street and West Sixth Street, to adequately screen and buffer Building A from the adjacent rights-of-way.

2. Additional buffering (a minimum of five (5) feet of landscaping buffer with 85% opacity) shall be located southeast of the Building C parking area to adequately screen and buffer the parking area from the adjacent single-family residence lying within the Orange Street right-of-way. In addition, the Applicant will construct either a fence or wall six (6) feet in height within the five (5)-foot buffer.

3. To the extent all or a portion of Building C is developed as personal property, self-service storage facilities, same shall be architecturally compatible and complimentary of the aesthetic of Buildings A and B, and interior storage units should not be readily visible through Building C's storefront or windows. The Applicant commits that any self-storage facilities provided in Building C shall solely serve the owners, tenants, and residents of the Property.

DATA SUMMARY

TOTAL RESIDENTIAL UNITS/BEDS	105
RESIDENTIAL FACILITIES (GROUND LEVEL)	24,500 SF
RETAIL OFFICE COMMERCIAL (GROUND LEVEL)	6,270 SF
TOTAL SITE AREA (INCLUDES R/W TAKING)	5.97 AC
UPLAND AREA (BEFORE IMPACTS)	4.36 AC
TOTAL WETLAND AREA	1.61 AC
WETLAND IMPACTS	0.00 AC
WETLANDS TO REMAIN	1.61 AC
POND AREA	0.63 AC (10.62%)
TOTAL OPEN SPACE	3.53 AC (59.12%) (20% MIN.)
RIGHT OF WAY AREA TO BE CLOSED	0.29 AC
TOTAL WETLAND LENGTH	550 LF
WETLAND BUFFER PROVIDED	2,962 SF (0.07 ac)
MAXIMUM RESIDENTIAL FACILITIES	62,700 SF
MAXIMUM RETAIL OFFICE COMMERCIAL	18,810 SF

NOTE:

- (1) 24" STOP BAR & 6" YELLOW DOUBLE STRIPES AND STOP/STREET SIGN COMBINATION (TYP)

NOTE:

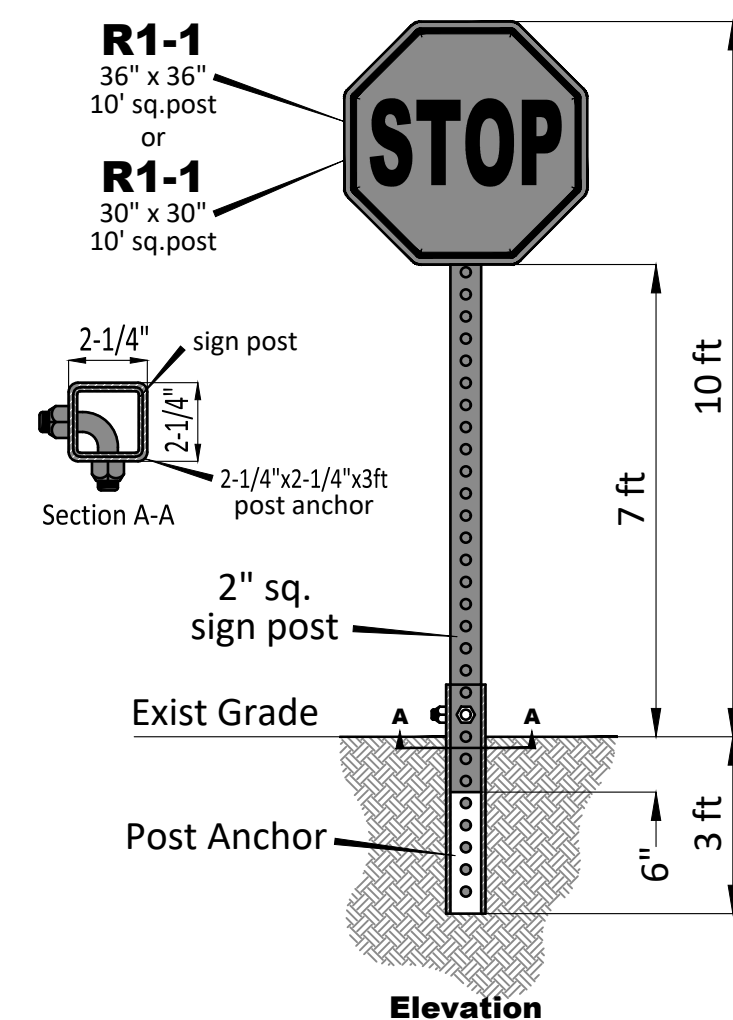
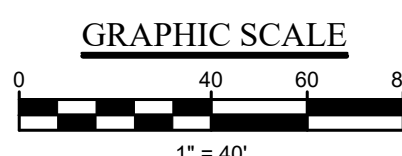
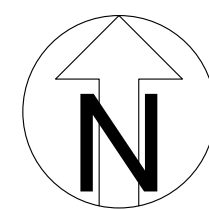
THIS SITE PLAN IS CONCEPTUAL SUCH THAT THE FINAL LOCATION OF ANY ROADS, PROJECT ENTRANCES, RECREATION/OPEN SPACE AND OTHER AREAS WILL BE DEPICTED ON THE FINAL DEVELOPMENT PLAN AND THE FINAL ENGINEERING PLANS FOR THE PARTICULAR PHASE OF THE PROJECT.

UTILITY NOTE(S):

1. WATER AND SEWER SERVICES WILL BE CONNECTIONS TO THE EXISTING GRAVITY SEWERS AND CITY WATER MAINS LOCATED WITHIN WEST 6TH STREET AND ORANGE STREET.
2. ALL ELECTRICAL AND TELEPHONE LINES WILL BE INSTALLED UNDERGROUND BY FLORIDA POWER & LIGHT.

LEGEND

---	BOUNDARY
---	BUILDING SETBACK
---	DRAINAGE EASEMENT
---	UTILITY EASEMENT

STOP & WARNING Signs Only**(D) Sign Installation for 2" x 10 foot square post**

MAXIMUM SQUARE FOOTAGE
BUILDING A - 41,100 SF
BUILDING B - 21,600 SF
BUILDING C - 18,810 SF

ENVIRONMENTAL NOTE(S):

THERE ARE NOT SIGNIFICANT NATURAL COMMUNITIES HABITAT ON THE PROPOSED SITE AND NO LISTED SPECIES WERE OBSERVED. POTENTIAL FUTURE GOPHER TORTOISE HABITAT ACTIVITY WILL BE RELOCATED IN ACCORDANCE WITH FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION ("FWC")

PARKING CALCULATIONS	
USE	MINIMUM NUMBER OF OFF-STREET PARKING SPACES REQUIRED
INDEPENDENT SENIOR LIVING FACILITIES	1 SPACE PER 1.5 UNITS
ASSISTED LIVING FACILITIES	1 SPACE PER 2 UNITS/BEDS
LONG TERM CARE FACILITIES (SKILLED NURSING LIVING, MEMORY CARE, AND HOSPICE)	1 SPACE PER 4 UNITS/BEDS
PROFESSIONAL AND BUSINESS OFFICES	1 SPACE FOR EACH 200 SQUARE FEET OF GROSS FLOOR AREA
MEDICAL AND DENTAL CLINICS OF OFFICES	1 SPACE FOR EACH 200 SQUARE FEET OF GROSS FLOOR AREA
PERSONAL PROPERTY, SELF-SERVICE STORAGE FACILITIES	0 PARKING SPACES REQUIRED AS INDIVIDUAL UNITS ARE FOR OWNERS, TENANTS, AND RESIDENTS OF THE PROPERTY
(NO COMPACT SPACES ALLOWED)	WHERE FRACTIONAL SPACES RESULT, SAME SHALL BE ROUNDED TO THE NEAREST WHOLE NUMBER

BUILDING	MAXIMUM INTENSIVE USE	MAXIMUM UNITS/BEDS OR SF	REQUIRED SPACES
A	INDEPENDENT LIVING FACILITY	72 UNITS	48
B	ASSISTED LIVING FACILITY	22 UNITS/BEDS	11
C	PROFESSIONAL/BUSINESS OFFICE, MEDICAL AND DENTAL CLINICS OR OFFICES (FIRST FLOOR)	6,270 SF	31

TOTAL PARKING REQUIRED: 90 (4 HANDICAPPED)
TOTAL PARKING PROVIDED: 98 (6 HANDICAPPED)

PROJECT INFORMATION

GENERAL	
Project Name	DAYSPRING COMMONS
Project Address	SIXTH STREET
PROJECT ACREAGE	5.97 Ac. /259,655 SF
TOTAL BUILDING AREA/RATIO	30,770 SF/11.85% (MAX. 50%)
TOTAL PARKING AREA/RATIO	0.94 AC/15.75%
Maximum Residential Facilities	62,700 SF
Retail Office Commercial	18,810 SF
IMPERVIOUS (INCLUDING PONDS)/RATIO	1.79 Ac./0.30 % (MAX. 35%)
BUILDING HEIGHT	(35' MAX HEIGHT.)
	08-3N-24-2380-0024-0040
	08-3N-24-2380-0039-0012
	08-3N-24-2380-0039-0031
	08-3N-24-2380-0037-0020
	08-3N-24-2380-0024-0010
Property Appraiser Nos. (RE #)	6,51
Nassau County Soil ID	
Future Land Use	MEDIUM DENSITY
Zoning Designation	R-2
PUD Ordinance Number	N/A
FIRM – Community – Panel	12089C0135F
Flood Zones (Show in Plans)	ZONE X
Base Flood Elev. (Show in Plans)	N/A
Vertical Datum Used for Project	NAVD 88

AVA ENGINEERS, INC.
Commercial | Residential | Marine
Florida Certificate No. 00008161
4201 BAYMEADOWS RD. SUITE 3 | JACKSONVILLE, FLORIDA 32207
Ph: (904) 730-3223 | Fx: (904) 730-3225
Henry A. Virga, Jr., No. 48049

UNLESS THIS DRAWING BEARS THE EMBOSSED SEAL OF A PROFESSIONAL ENGINEER, IT IS NOT VALID. IT IS FOR INFORMATION PURPOSES ONLY AND IS NOT VALID. THIS INFORMATION IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF AVA ENGINEERS, INC. ANY REUSE OR MODIFICATION OF THIS INFORMATION WITHOUT THE WRITTEN CONSENT OF AVA ENGINEERS, INC. IS PROHIBITED. AVA ENGINEERS, INC. IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS DOCUMENT. THE USER OF THIS DOCUMENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE ENGINEER DOES NOT GUARANTEE THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE ENGINEER DOES NOT WARRANT THE RESULTS OF ANY ANALYSIS OR DESIGN. THE ENGINEER DOES NOT WARRANT THE RESULTS OF ANY ANALYSIS OR DESIGN. THE ENGINEER DOES NOT WARRANT THE RESULTS OF ANY ANALYSIS OR DESIGN.

DAYSPRING COMMONS**SITE**

FLORIDA

HILLIARD

Date: 06/2022**Designer:** HAV**Job #:** 22-022**Drawn:** TRB**Scale:** 1:30**Sheet:** 1



File #	<u>20221123.1</u>
Filing Date	<u>2022.11.23</u> Check # <u>154</u> \$2640.00
Acceptance Date	_____
Review Date	P & Z _____ TC _____

ITEM-6

PUD Rezoning Application

A. PROJECT

1. Project Name: Dayspring Commons
2. Address of Subject Property: West Sixth Street and Orange Street, northeast of U.S. Highway 1
08-3N-24-2380-0024-0040; 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031; 08-3N-24-2380-0037-0020;
3. Parcel ID Number(s): 08-3N-24-2380-0024-0010; 08-3N-24-2380-0039-0025; & 08-3N-24-2380-0037-0010
4. Existing Use of Property: Vacant Residential
5. Future Land Use Map Designation: Medium Density
6. Existing Zoning Designation: Single-Family R-2
7. Proposed Zoning Designation: Planned Unit Development
8. Acreage: 6.61

B. APPLICANT

1. Applicant's Status ☐ Owner (title holder) ☒ Agent
2. Name of Applicant(s) or Contact Person(s): Courtney P. Gaver Title: Attorney
Company (if applicable): Rogers Towers, P.A.
Mailing address: 100 Whetstone Place, Suite 200
City: St. Augustine State: FL ZIP: 32086
Telephone: (904) 473-1388 FAX: () e-mail: cgaver@rtlaw.com
3. If the applicant is agent for the property owner*
Name of Owner (titleholder): Dayspring Health, LLC c/o Douglas Adkins
Mailing address: P.O. Box 1080
City: Hilliard State: Florida ZIP: 32046
Telephone: (904) 845-2362 FAX: () e-mail: doug@dayspring.health

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. ATTACHMENTS

1. Statement of proposed change, including a map showing the proposed zoning change and zoning designations on surrounding properties
2. A current aerial map (Maybe obtained from the Nassau County Property Appraiser.)
3. Plat of the property (Maybe obtained from the Nassau County Property Appraiser.)
4. Legal description with tax parcel number.
5. Boundary survey
6. Warranty Deed or the other proof of ownership
7. Site Plan
8. Written Description
9. Binding Letter
10. Fee.

a. \$2,500 plus \$20 per acre

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice for of postage, signs, advertisement, outside consultants shall be paid in full prior to any action of any kind on the application by the Planning and Zoning Board.

All 10 attachments are required for a complete application. One original and a PDF Version of the complete application with all attachments need to be submitted. A completeness review of the application will be conducted within ten (10) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

Courtney P. Gaver
Signature of Applicant

Courtney P. Gaver, Agent of Owner

Typed or printed name and title of applicant

11-21-2022

Date

Signature of Owner

Douglas D. Adkins

Typed or printed name of Owner

Date

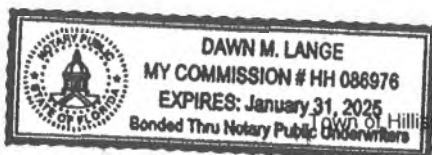
State of Florida

County of St. Johns County

The foregoing application is acknowledged before me this 21 day of November, 2022, by _____

_____, who is/are personally known to me, or who has/have produced _____
as identification.

NOTARY SEAL



Signature of Notary Public, State of Florida

Dawn M. Lange
Florida

15859 C.R. 108 ♦ Hilliard, FL 32046 ♦ (904) 845-3555

C. ATTACHMENTS

1. Statement of proposed change, including a map showing the proposed zoning change and zoning designations on surrounding properties
2. A current aerial map (Maybe obtained from the Nassau County Property Appraiser.)
3. Plat of the property (Maybe obtained from the Nassau County Property Appraiser.)
4. Legal description with tax parcel number.
5. Boundary survey
6. Warranty Deed or the other proof of ownership
7. Site Plan
8. Written Description
9. Binding Letter
10. Fee.

a. \$2,500 plus \$20 per acre

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice for of postage, signs, advertisement, outside consultants shall be paid in full prior to any action of any kind on the application by the Planning and Zoning Board.

All 10 attachments are required for a complete application. One original and a PDF Version of the complete application with all attachments need to be submitted. A completeness review of the application will be conducted within ten (10) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

Signature of Applicant

Courtney P. Gaver, Agent of Owner

Typed or printed name and title of applicant

Signature of Owner

Douglas D. Adkins

Typed or printed name of Owner

Date

Date

State of _____ County of _____

The foregoing application is acknowledged before me this 4th day of November, 2022 by D. Adkins

_____, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL



Signature of Notary Public, State of Florida

59 C.R. 108 ♦ Hilliard, FL 32046 ♦ (904) 845-3555

ATTACHMENT 1**Statement of Proposed Change**

This application is for the proposed Daysprings Commons Planned Unit Development (“PUD”) for 6.61 acres east of U.S. Highway 1 / North Kings Road at West Sixth Street and Orange Street (the “Property”). The Applicant proposes to rezone the Property from Single Family R-2 to PUD to allow for development of an institutional campus to provide senior housing and a residential treatment facility with supportive neighborhood commercial uses. The Applicant is proposing to construct three buildings with related amenities for a maximum of 33,000 square feet of residential uses (maximum of 105 units/beds), and a maximum of 9,300 square feet of commercial uses. This application is submitted as a companion application to the proposed amendment to the Town of Hilliard’s Future Land Use Map (“FLUM”) to change the Property’s FLUM designation from MDR to Institutional with a text amendment to allow development of neighborhood-related commercial and office uses.

CONVERSATION

PUBLIC BUILDING & GROUNDS

CATHERINE ST

RUBY DR

TOWN OF WILLARD

MEDIUM DENSITY

ORANGE ST

SIXTH ST

COMMERCIAL

1

15

1

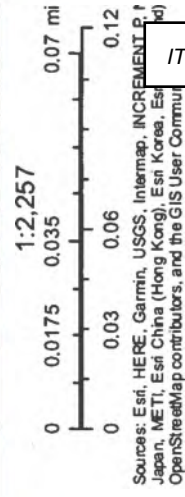
0	0.0175	1:2,257	0.07 mi
0	0.035		

ITEM-6

Zoning Map (R-2)



November 21, 2022



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (India), OpenStreetMap contributors, and the GIS User Community

ITEM-6

ATTACHMENT 2

Aerial Map

Aerial Map



November 21, 2022

1:2,257

0 0.0175 0.035 0.07 mi
0 0.03 0.06 0.12 km

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGOS, (c) OpenStreetMap contributors, and the GIS User Community

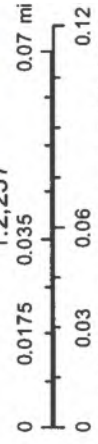
ATTACHMENT 3

Plat Map



November 22, 2022

1:2,257



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (the), OpenStreetMap contributors, and the GIS User Community

ITEM-6

ATTACHMENT 4

Legal Description

**LEGAL DESCRIPTION
DAYSPRING COMMONS**

LEGAL DESCRIPTION OF PARCEL 1 BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 246.89 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 237.22 FEET TO THE SOUTHWESTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1249, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE SOUTH 52°38'00" EAST, ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 39,761.05 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0020

LEGAL DESCRIPTION OF PARCEL 3 BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT

RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 417.42 FEET TO A POINT LYING ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF MILL STREET (A 60-FOOT RIGHT-OF-WAY); RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 190.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF CCRC WOODLAND, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF SAID COUNTY), A DISTANCE OF 192.09 FEET TO A NORTHWESTERLY CORNER THEREOF; RUN THENCE SOUTH 52°38'00" EAST, ALONG A SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 95.38 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST TO AND ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF EULA MAE SCUSSELL ESTATE, A DISTANCE OF 175.00 FEET TO A POINT; RUN THENCE NORTH 52°38'00" WEST, A DISTANCE OF 100.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, A DISTANCE OF 50.33 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 185.38 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 95,768.53 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel Nos.: 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031

LEGAL DESCRIPTION OF LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 50 FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN SOUTH 37°-22'-00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 201.52 FEET TO THE SOUTHERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 52°-42'-27" WEST, A DISTANCE OF 208.71 FEET TO THE WESTERNMOST CORNER OF SAID LOT 1; RUN THENCE NORTH 37°-22'-00" EAST, A DISTANCE OF 201.79 FEET TO THE NORTHERNMOST CORNER THEREOF, SAID POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°-38'-00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.97 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0024-0010

LEGAL DESCRIPTION OF A PORTION OF BLOCK 39, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 132.34 FEET TO A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OF ROSA M. ALLEN (ACCORDING TO DEED RECORDED IN BOOK 1180, PAGE 1307, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE NORTH 37°22'00" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS AND THE NORTHEASTERLY PROLONGATION THEREOF, A DISTANCE OF 208.71 FEET TO A POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LANDS NOW OR

FORMERLY OF CCRC WOODLANDS, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE SOUTH 52°38'00" EAST ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 132.34 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

Parcel No.: 08-3N-24-2380-0039-0025

LEGAL DESCRIPTION OF A PORTION OF BLOCK 37, TOWN OF HILLIARD, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN NORTH 52°38'00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHEASTERLY PROLONGATION OF AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.38 ACRES (16,651.28 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

Parcel No.: 08-3N-24-2380-0037-0010

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

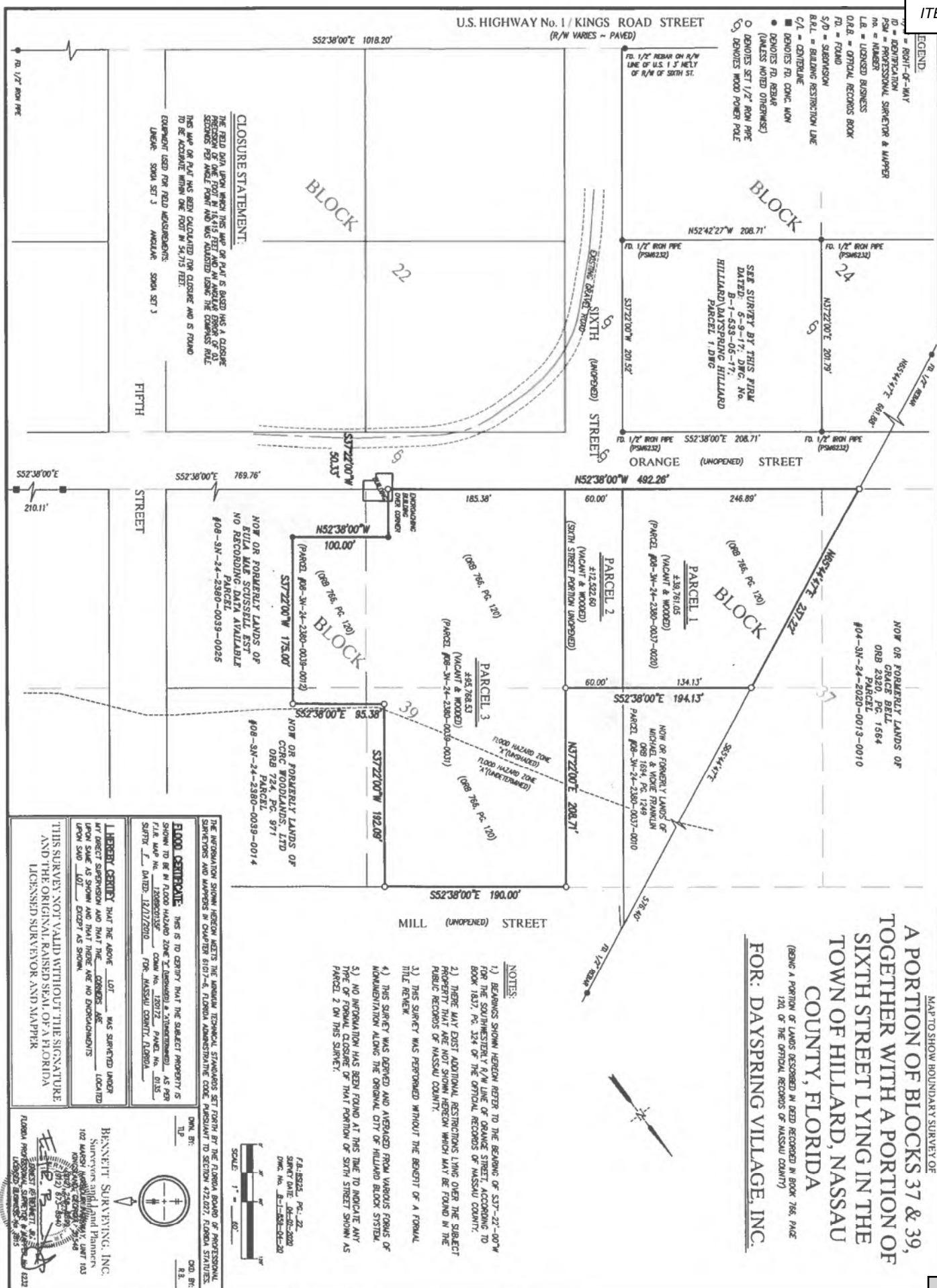
FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.79 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY GLENN & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 792, PAGE 902, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 179.60 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 229.35 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

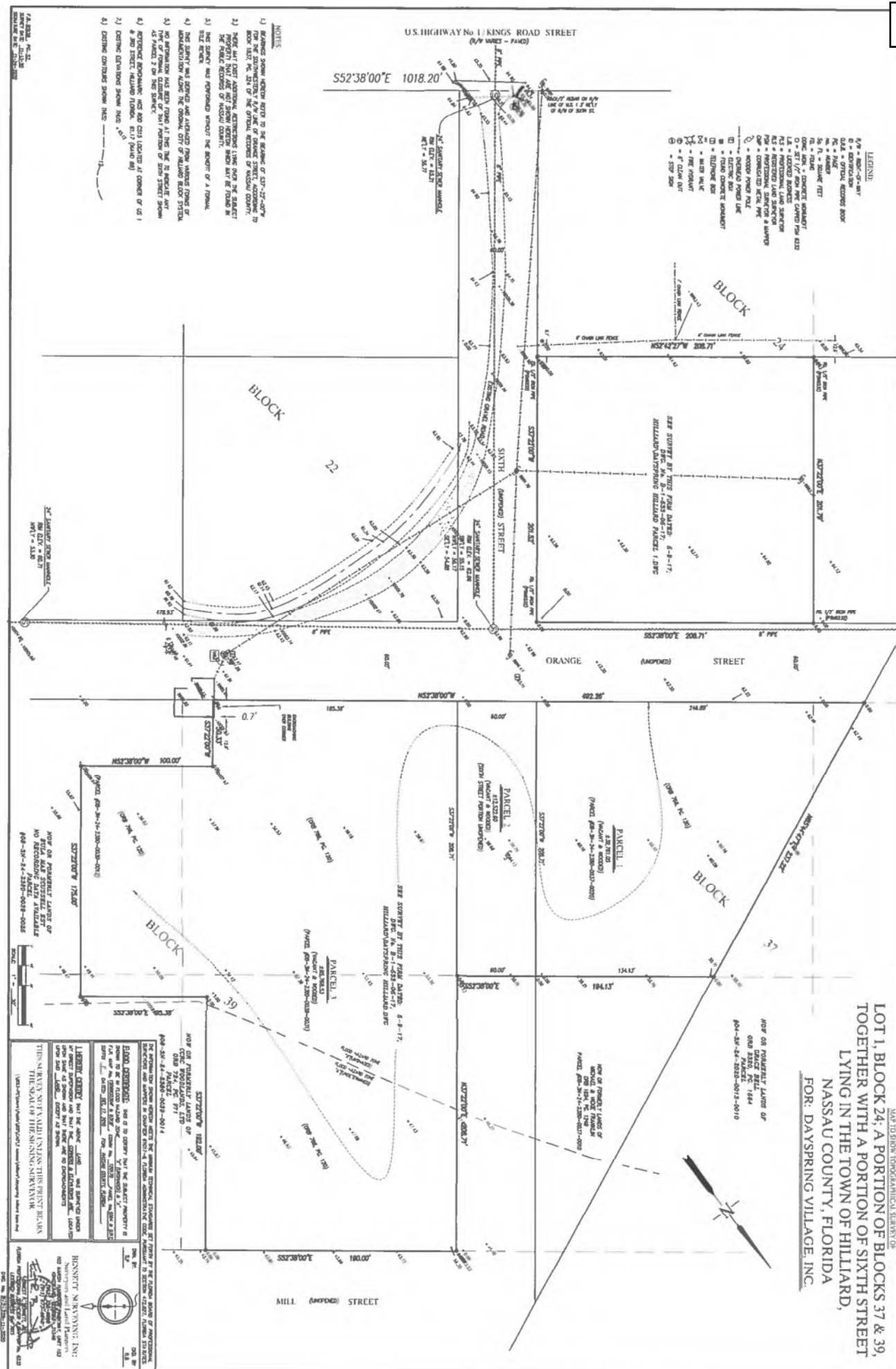
THE LAND THUS DESCRIBED CONTAINS 0.58 ACRES (25,243.38 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

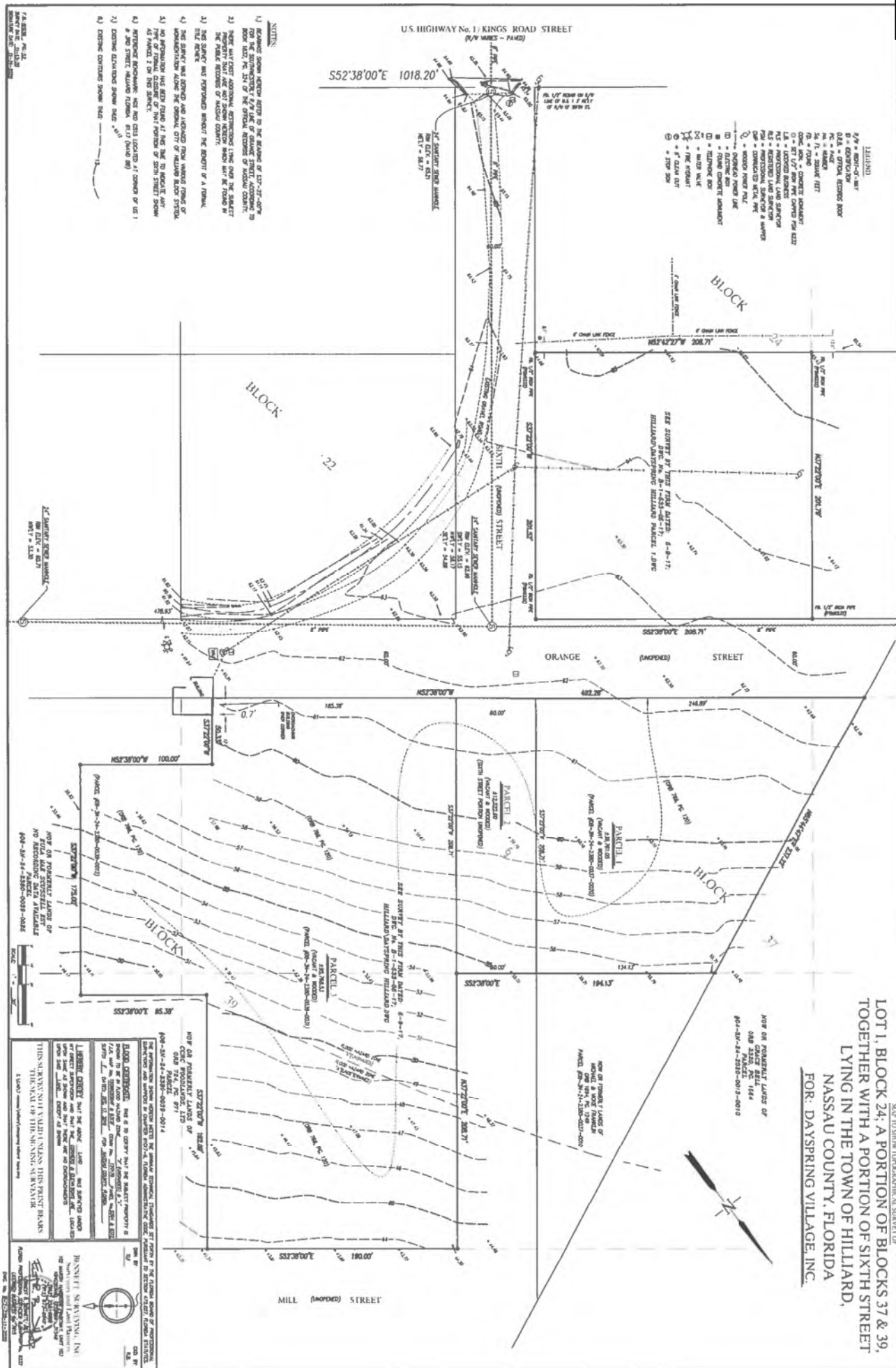
Parcel No.: 08-3N-24-2380-0024-0040

ATTACHMENT 5

Boundary Survey





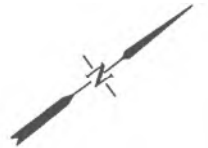


MAP TO SHOW BOUNDARY SURVEY OF

LOT 1, BLOCK 24, TOWN OF HILLARD,
NASSAU COUNTY, FLORIDA
(ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28, OF THE PUBLIC RECORDS OF NASSAU COUNTY)
FOR: DAYSpring VILLAGE, INC.

LEGEND:

R/W = RIGHT-OF-WAY
ID = IDENTIFICATION
P.C. = POINT OF CURVATURE
P.T. = POINT OF TANGENCY
M = MILEAGE
L.B. = LICENSED BUSINESS
O.A.B. = OFFICIAL RECORDS BOOK
P.L. = PLAT
S/D = SUBDIVISION
B.R.L. = BUILDING RESTRICTION LINE
C/L = CENTERLINE
O = SET 1/2" IRON PIPE
CONC. = CONCRETE



ORANGE (UNOPENED) STREET

S

S

85.14'

10. CONE MEASUREMENTS
20.11'U.S. HIGHWAY No. 1
KINGS ROAD STREET

SIXTH (UNOPENED) STREET

EXISTING GRAVEL ROAD

85.14'

10. 1/2" IRON PIPE

CLOSURE STATEMENT:

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE STATEMENT OF 1/100,000. THE FIELD DATA WAS OBTAINED BY MEANS OF A TOTAL STATION AND WAS CHECKED BY MEANS OF A TOTAL STATION. THE MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 54,715 FEET. EQUIPMENT USED FOR FIELD MEASUREMENTS: SODAK SET 3 ANOMALY SODAK SET 3

NOTES:

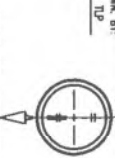
- 1) BEARING SHOWN HEREON REFER TO THE BEARING OF 337°22'00" FOR THE SOUTHEASTERN Y CORNER OF ORANGE STREET, ACCORDING TO BOOK 1827, PG. 324 OF THE OFFICIAL RECORDS OF NASSAU COUNTY.
- 2) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
- 3) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A FINAL TITLE REVIEW.
- 4) THIS SURVEY WAS DERIVED AND ADAPTED FROM VARIOUS FORMS OF MONUMENTATION ALONG THE ORIGINAL CITY OF HILLARD BLOCK SYSTEM.

FLOOD CERTIFICATE: THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE "X" (UNSHADED) AS PER F.L.R. MAP NO. 1208000138-7-120172, PARCEL NO. 0135, SURVEY DATED 12/17/2010 FOR NASSAU COUNTY, FLORIDA.

L. HERBERT CROOK THAT THE ABOVE LOT WAS SURVEYED UNDER HIS DIRECT SUPERVISION AND THAT THE CORNERS & LINES ARE LOCATED UPON SAID LOT EXCEPT AS SHOWN.

THIS SURVEY NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

S. 1001 (D) (Nassau) (Hillard) (Hillard) (Hillard) (Hillard)



BENNETT SURVEYING, INC.
Surveyors, Planners & Engineers
102 W. 1st Street, Suite 100
Tallahassee, FL 32301
(904) 877-8940
F.L.R. No. 1208000138-7-120172
DATE: 12/17/2010

FLORIDA PROFESSIONAL SURVEYOR & MAPPER
L. HERBERT CROOK, No. 8055



F.B. 8025, PG. 22
SURVEY DATE: 05-08-2017
D.M.C. No. B-1-533-05-12

**MAP TO SHOW BOUNDARY & SPECIFIC PURPOSE SURVEY OF
A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET,
LYING IN THE TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA**

(ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE OFFICIAL RECORDS OF NASSAU COUNTY)

FOR: DAYSPRING VILLAGE, INC.

NOTES:

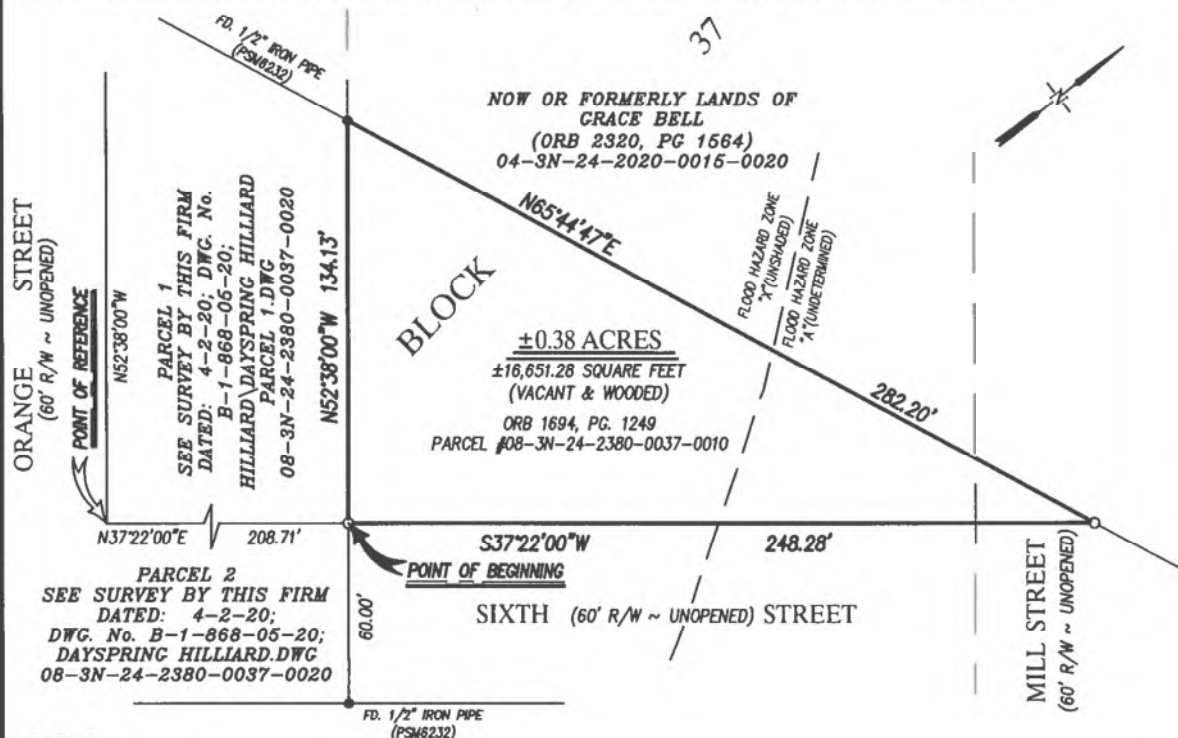
- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF S37°-22'-00"W FOR THE NORTHWESTERLY R/W LINE OF SIXTH STREET, ACCORDING TO BOOK 1837, PG. 324 OF THE OFFICIAL RECORDS OF NASSAU COUNTY.
- 2.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
- 3.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A FORMAL TITLE REVIEW.
- 4.) THIS SURVEY WAS DERIVED AND AVERAGED FROM VARIOUS FORMS OF MONUMENTATION ALONG THE ORIGINAL CITY OF HILLIARD BLOCK SYSTEM.

LEGAL DESCRIPTION:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN NORTH 52°38'00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHEASTERLY PROLONGATION OF AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.38 ACRES (16,651.28 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.



LEGEND:

ORB - OFFICIAL RECORDS BOOK
R/W - RIGHT-OF-WAY
FD. - FOUND

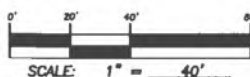
THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 61G17-6, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FLOOD CERTIFICATE: THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE * (UNSHADDED) & * (UNDETERMINED) AS PER F.I.R. MAP No. 12089C0135F, COMM No. 120573, PANEL No. 0135, SUFFIX F, DATED: DEC. 17, 2010 FOR: NASSAU COUNTY, FLORIDA.

I HEREBY CERTIFY THAT THE ABOVE LOT WAS SURVEYED UNDER MY DIRECT SUPERVISION AND THAT THE CORNERS & IMPROVEMENTS ARE LOCATED UPON SAME AS SHOWN AND THAT THERE ARE NO ENCROACHMENTS UPON SAID LOT, EXCEPT AS SHOWN.

THIS SURVEY NOT VALID UNLESS THIS PRINT BEARS THE SEAL OF THE SIGNING SURVEYOR.

F.B. 8534, PG. 5
SURVEY DATE: 05-10-21
S:\CAP\2 nassau\hilliard\dayspring hilliard.dwg



DWN. BY: R.B. CKD. BY: T.L.P.



BENNETT SURVEYING, INC.
Surveyors and Land Planners

102 MARSH HARBOUR PARKWAY, UNIT 103
KINGSLAND, GEORGIA, 31548

ERNEST R. BENNETT, JR.
REGISTERED SURVEYOR, No. 6532 FL.

**MAP TO SHOW BOUNDARY & SPECIFIC PURPOSE SURVEY OF
A PORTION OF BLOCK 39 LYING IN THE TOWN OF HILLIARD,
NASSAU COUNTY, FLORIDA**

(ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE OFFICIAL RECORDS OF NASSAU COUNTY)

FOR: DAYSPRING VILLAGE, INC.

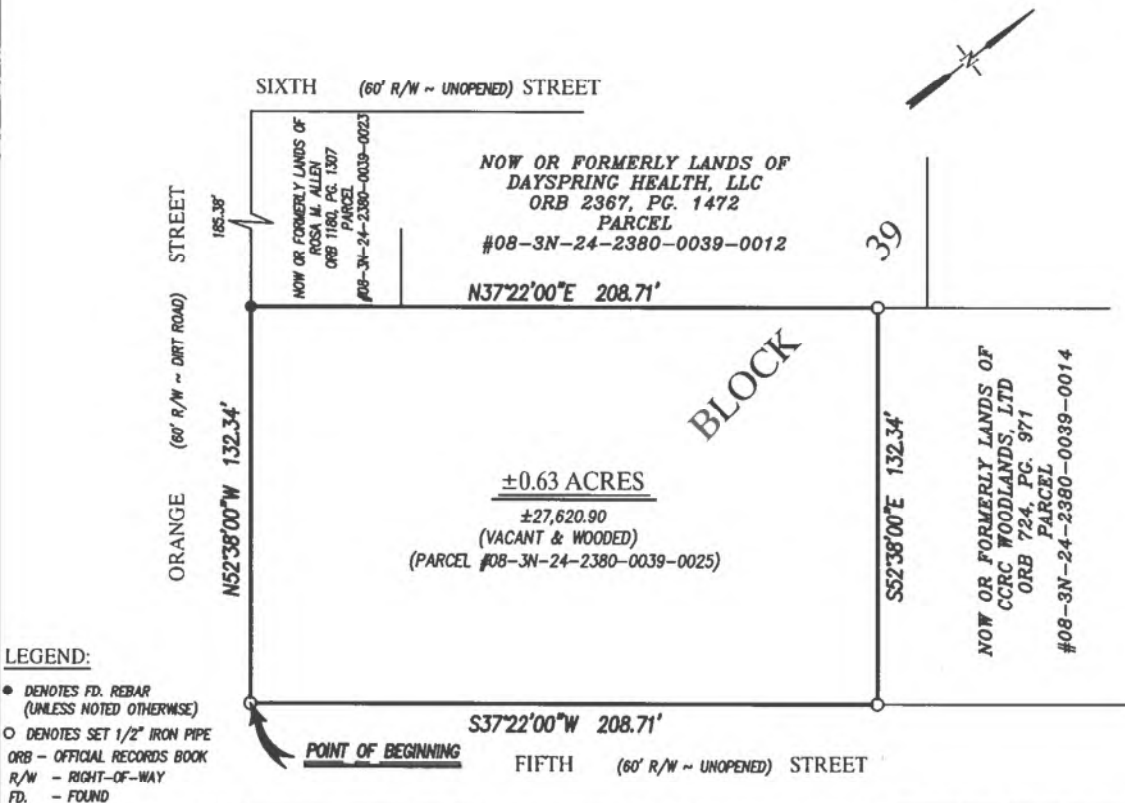
NOTES:

- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF S37°-22'-00"W FOR THE NORTHWESTERLY R/W LINE OF SIXTH STREET, ACCORDING TO BOOK 1837, PG. 324 OF THE OFFICIAL RECORDS OF NASSAU COUNTY.
- 2.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
- 3.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A FORMAL TITLE REVIEW.
- 4.) THIS SURVEY WAS DERIVED AND AVERAGED FROM VARIOUS FORMS OF MONUMENTATION ALONG THE ORIGINAL CITY OF HILLIARD BLOCK SYSTEM.

LEGAL DESCRIPTION:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 132.34 FEET TO A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF LANDS NOW OR FORMERLY OF ROSA M. ALLEN (ACCORDING TO DEED RECORDED IN BOOK 1180, PAGE 1307, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE NORTH 37°22'00" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS AND THE NORTHEASTERLY PROLONGATION THEREOF, A DISTANCE OF 208.71 FEET TO A POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LANDS NOW OR FORMERLY OF CCRC WOODLANDS, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF NASSAU COUNTY); RUN THENCE SOUTH 52°38'00" EAST ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 132.34 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF FIFTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.63 ACRES (27,620.90 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.



LEGEND:

- DENOTES FD. REBAR (UNLESS NOTED OTHERWISE)
- DENOTES SET 1/2" IRON PIPE
- ORB - OFFICIAL RECORDS BOOK
- R/W - RIGHT-OF-WAY
- FD. - FOUND

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 61G17-6, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FLOOD CERTIFICATE: THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE "X" (UNSHADED) AS PER F.I.R. MAP No. 12089C0133F, COMM. No. 120573, PANEL No. 0135. SUFFIX F, DATED: DEC. 17, 2010 FOR: NASSAU COUNTY, FLORIDA.

I HEREBY CERTIFY THAT THE ABOVE LOT WAS SURVEYED UNDER MY DIRECT SUPERVISION AND THAT THE CORNERS ARE LOCATED UPON SAME AS SHOWN AND THAT THERE ARE NO ENCROACHMENTS UPON SAID LOT, EXCEPT AS SHOWN.

THIS SURVEY NOT VALID UNLESS THIS PRINT BEARS THE SEAL OF THE SIGNING SURVEYOR.

F.B.: BS134, PG.: 5
SURVEY DATE: 12-23-21
S:\CA012 nassau\Hilliard\dayspring hilliard.dwg

SCALE: 1" = 40'

DWN. BY: R.B. CKD. BY: T.L.P.

BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 MARSH HARBOUR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
(912) 254-1885
(912) 671-6940
LICENSED BUSINESS NO. 1985

ERNEST R. BENNETT, JR.
REGISTERED SURVEYOR, No. 6508 FL.

**MAP TO SHOW BOUNDARY & SPECIFIC PURPOSE SURVEY OF
A PORTION OF BLOCK 24, LYING IN THE TOWN OF HILLIARD,
NASSAU COUNTY, FLORIDA**

(ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE OFFICIAL RECORDS OF NASSAU COUNTY)

FOR: DAYSPRING VILLAGE, INC.

NOTES:

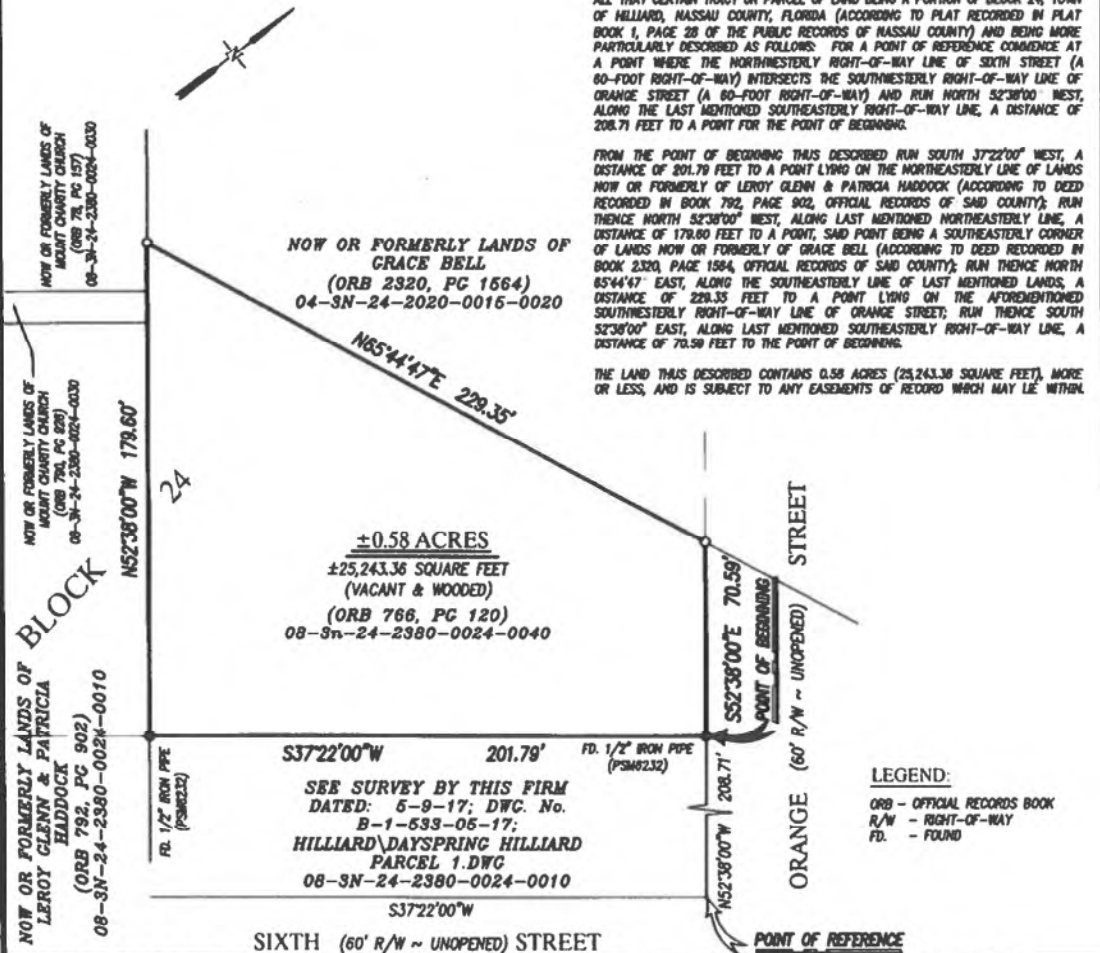
- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF S37°22'-00"W FOR THE SOUTHEASTERLY R/W LINE OF SIXTH STREET, ACCORDING TO BOOK 1837, PG. 324 OF THE OFFICIAL RECORDS OF NASSAU COUNTY.
- 2.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
- 3.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A FORMAL TITLE REVIEW.
- 4.) THIS SURVEY WAS DERIVED AND AVERAGED FROM VARIOUS FORMS OF MONUMENTATION ALONG THE ORIGINAL CITY OF HILLIARD BLOCK SYSTEM.

LEGAL DESCRIPTION:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THIS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.79 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY GLENN & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 792, PAGE 902, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 179.60 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1584, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 229.35 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.58 ACRES (25,243.36 SQUARE FEET), MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.



LEGEND:

ORB - OFFICIAL RECORDS BOOK
R/W - RIGHT-OF-WAY
FD. - FOUND

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 81G17-8, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FLOOD CERTIFICATE:

THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE
"X" (UNSHADED) AS PER F.I.R. MAP No. 12089C0135F, COMM No. 120573, PANEL No. 0135.
SUFFIX F, DATED: DEC. 17, 2010 FOR: NASSAU COUNTY, FLORIDA.

I HEREBY CERTIFY THAT THE ABOVE LOT WAS SURVEYED UNDER MY DIRECT SUPERVISION AND THAT THE CORNERS & IMPROVEMENTS ARE LOCATED UPON SAME AS SHOWN AND THAT THERE ARE NO ENCROACHMENTS UPON SAID LOT, EXCEPT AS SHOWN.

THIS SURVEY NOT VALID UNLESS THIS PRINT BEARS THE SEAL OF THE SIGNING SURVEYOR.

F.B. 85334, PG. 5
SURVEY DATE: 05-10-21
S:\CIVIL\Nassau\Hilliard\DaySpring\Hilliard.dwg

SCALE: 1" = 40'

DWN. BY: R.B. CKD. BY: T.L.P.



BENNETT SURVEYING, INC.
Surveyors and Land Planners

102 MARSH HARBOUR PARKWAY, UNIT 103
KINGSLAND, FLORIDA, 31548

REGISTERED BUSINESS NO. 1985
E.R.B.
ERNEST R. BENNETT, JR.
REGISTERED SURVEYOR, No. 12089 FL.

ATTACHMENT 6

Proof of Ownership / Owner's Authorization

**OWNER'S AUTHORIZATION FOR AGENT
PLANNING DEPARTMENT**

TOWN OF HILLIARD, FLORIDA

**EACH AND EVERY OWNER SHOWN ON THE PROOF OF
OWNERSHIP MUST SIGN AN AUTHORIZATION FORM**

Agent Authorization Form

I/We Dayspring Health, LLC, a Florida limited liability company,
(Print Name of Property Owner)

hereby authorize Rogers Towers, P.A. and AVA Engineers Inc.
(Print Name of Agent)

to represent me/us in processing an application for PUD Rezoning and FLUM Amendment
(Type of Application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner(s) attest that the application is made in good faith and that any information contained in the application is accurate and complete.

(Signature of Owner)

(Print Name of Owner)

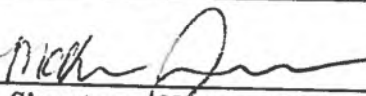

(Signature of Owner)
Doug Adkins
(Print Name of Owner)

State of Florida

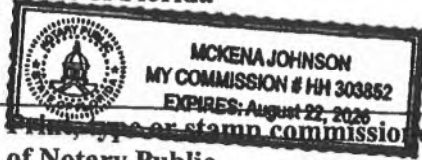
} ss

Nassau County

Sworn to and subscribed before me on this 4th day of November, 2022,
by T. Doug Adkins
(Name of Person Making Statement)



Signature of Notary Public
State of Florida



Print, type or stamp commissioned name
of Notary Public

My Commission Expires: _____

Individual making statement is X personally known or _____ produced identification.

Type of identification produced: _____



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
DAYSPRING HEALTH, LLC

Filing Information

Document Number	L09000006012
FEI/EIN Number	26-4081030
Date Filed	01/16/2009
State	FL
Status	ACTIVE

Principal Address

554820 US HIGHWAY #1
HILLIARD, FL 32046

Mailing Address

P.O. BOX 1080
HILLIARD, FL 32046

Registered Agent Name & Address

ADKINS, DOUGLAS D
554820 US HIGHWAY #1
HILLIARD, FL 32046

Authorized Person(s) Detail

Name & Address

Title MGRM

ADKINS, DOUGLAS D
554820 US HIGHWAY #1
HILLIARD, FL 32046

Annual Reports

Report Year	Filed Date
2020	01/21/2020
2021	01/28/2021
2022	01/08/2022

Document Images

[01/08/2022 -- ANNUAL REPORT](#)

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02/04/2018 – ANNUAL REPORT	View image in PDF format
01/05/2017 – ANNUAL REPORT	View image in PDF format
01/17/2016 – ANNUAL REPORT	View image in PDF format
01/11/2015 – ANNUAL REPORT	View image in PDF format
01/12/2014 – ANNUAL REPORT	View image in PDF format
01/06/2013 – ANNUAL REPORT	View image in PDF format
01/05/2012 – ANNUAL REPORT	View image in PDF format
01/17/2011 – ANNUAL REPORT	View image in PDF format
01/15/2010 – ANNUAL REPORT	View image in PDF format
01/16/2009 – Florida Limited Liability	View image in PDF format

General Warranty Deed

Made this June 3, 2021 A.D. By **Michael Franklin and Vickie Franklin, husband and wife**, whose post office address is: P O Box 1107, Hilliard, Florida 32046, hereinafter called the grantor, to **Dayspring Health, LLC, a Florida limited liability company**, whose post office address is: PO Box 1080, Hilliard, Florida 32046, hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz

See Attached Exhibit A made a part hereof

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) or any members of the household of Grantor(s) reside thereon.

Parcel ID Number: 08-3N-24-2380-0037-0010 and 08-3N-24-2380-0024-0040

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple, that the grantor has good right and lawful authority to sell and convey said land, that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever, and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2020

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

Witness Printed Name Michael D. Coonan

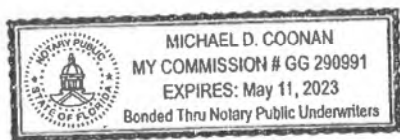
Witness Printed Name Hector Lee Nelson

State of Florida
County of Duval

Michael Franklin (Seal)
Michael Franklin
Address: P.O. Box 1107, Hilliard, Florida 32046

Vickie Franklin (Seal)
Vickie Franklin
Address: P.O. Box 1107, Hilliard, Florida 32046

The foregoing instrument was acknowledged before me by means of physical presence this 3rd day of June, 2021, by Michael Franklin and Vickie Franklin, husband and wife who is/are personally known to me or who has produced driver's license as identification.



Notary Public
Print Name: Michael D. Coonan
My Commission Expires: _____

General Warranty Deed - Page 1 of 2

Date: June 3, 2021

Property Address: Ruby Drive and Orange Street
Hilliard, Florida 32046

APN# 08-3N-24-2380-0037-0010 and 08-3N-2380-0024-0040

Exhibit "A"

LEGAL DESCRIPTION

PARCEL 1:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28, OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT OF WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH 37°22'00" WEST, A DISTANCE OF 201.79 FEET TO A POINT LYING ON THE NORTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF LEROY GLENN & PATRICIA HADDOCK (ACCORDING TO DEED RECORDED IN BOOK 792, PAGE 902, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY LINE, A DISTANCE OF 179.60 FEET TO A POINT, SAID POINT BEING A SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG THE SOUTHEASTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 229.35 FEET TO A POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT OF WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT OF WAY LINE, A DISTANCE OF 70.59 FEET TO THE POINT OF BEGINNING.

PARCEL 2:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37 TOGETHER WITH A PORTION OF MILL STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1 PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60 FOOT RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN NORTH 52°38'00" WEST, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN OFFICIAL RECORDS BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 282.20 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHEASTERLY PROLONGATION OF AFOREMENTIONED NORTHWESTERLY RIGHT OF WAY LINE OF SIXTH STREET, A DISTANCE OF 248.28 FEET TO THE POINT OF BEGINNING.

General Warranty Deed Page Two of Two

Legal Description



General Warranty Deed

Made this June 9, 2020 A.D. By Shirley T Wright, an unmarried woman, whose address is: 8488 Commonwealth Avenue, Jacksonville, Florida 32201, hereinafter called the grantor, to Dayspring Health, LLC a Florida limited liability company, whose post office address is: 554820 US HIGHWAY #1, Hilliard, Florida 32046; hereinafter called the grantee:

* P.O. Box 1080 Hilliard, FL 32046

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witneseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz:

LEGAL DESCRIPTION OF PARCEL 1 BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA: ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 37, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 52°38'00" WEST, ALONG THE LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 246.89 FEET TO A POINT LYING ON THE SOUTHEASTERLY LINE OF LANDS NOW OR FORMERLY OF GRACE BELL (ACCORDING TO DEED RECORDED IN BOOK 2320, PAGE 1564, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE NORTH 65°44'47" EAST, ALONG LAST MENTIONED SOUTHEASTERLY LINE, A DISTANCE OF 237.22 FEET TO THE SOUTHWESTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1249, OFFICIAL RECORDS OF SAID COUNTY; RUN THENCE SOUTH 52°38'00" EAST, ALONG THE SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 134.13 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION OF PARCEL 2 BEING A PORTION OF SIXTH STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA: ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF SIXTH STREET, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE SOUTHEASTERLY CORNER OF LANDS NOW OR FORMERLY OF MICHAEL & VICKIE FRANKLIN (ACCORDING TO DEED RECORDED IN BOOK 1694, PAGE 1249 OFFICIAL RECORDS OF SAID COUNTY); RUN THENCE SOUTH 52°38'00" EAST, A DISTANCE OF 60.00 FEET TO A POINT LYING ON THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF AFOREMENTIONED SIXTH STREET; RUN THENCE SOUTH 37°22'00" WEST, ALONG LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 60.00 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION OF PARCEL 3 BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA: ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF BLOCK 39, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 60-FOOT RIGHT-OF-WAY) INTERSECTS THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60-FOOT RIGHT-OF-WAY) AND RUN NORTH 37°22'00" EAST, ALONG THE LAST MENTIONED SOUTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 417.42 FEET TO A POINT LYING ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF MILL STREET (A 60-FOOT RIGHT-OF-WAY); RUN THENCE SOUTH 52°38'00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 190.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF CCRC WOODLAND, LTD (ACCORDING TO DEED RECORDED IN BOOK 724, PAGE 971, OFFICIAL RECORDS OF SAID COUNTY), A DISTANCE OF 192.09 FEET TO A NORTHWESTERLY CORNER THEREOF; RUN THENCE SOUTH 52°38'00" EAST, ALONG A SOUTHWESTERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 95.38 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST TO AND ALONG THE NORTHWESTERLY LINE OF LANDS NOW OR FORMERLY OF EULA MAE SCUSSELL ESTATE, A DISTANCE OF 175.00 FEET TO A POINT; RUN THENCE NORTH 52°38'00" WEST, A DISTANCE OF 100.00 FEET TO A POINT; RUN THENCE SOUTH 37°22'00" WEST, A DISTANCE OF 50.33 FEET TO A POINT LYING ON THE AFOREMENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE NORTH 52°38'00" WEST, ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 185.38 FEET TO THE POINT OF BEGINNING.

Less & Except any portion lying within orange street right of way.

Parcel ID Number: 08-3N-24-2380-0037-0020, 08-3N-24-2380-0039-0031, 08-3N-24-2380-0039-0012

General Warranty Deed - Page 1 of 2

Prepared by and Return to:
H.Nelson / Guardian Title & Trust, Inc.
13400 Sutton Park Drive South Suite 1001
Jacksonville, FL 32224 2020-4-112

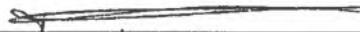
Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

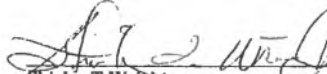
To Have and to Hold, the same in fee simple forever.

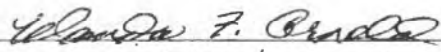
And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2019.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:


Witness Printed Name Michael D Coonan

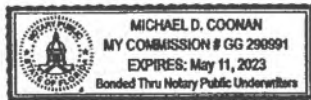
 (Seal)
Shirley T Wright
Address: 8488 Commonwealth Avenue, Jacksonville, Florida
32201


Witness Printed Name WANDA F. ARNOLD

State of Florida

County of Nassau

The foregoing instrument was acknowledged before me by means of physical presence this 9th day of June, 2020, by Shirley T Wright, an unmarried woman, who is/are personally known to me or who has produced driver's license as identification.



Notary Public
Print Name: Michael D. Coonan
My Commission Expires: _____

General Warranty Deed - Page 2 of 2

Prepared by and Return to:
H.Nelson / Guardian Title & Trust, Inc.
13400 Sutton Park Drive South Suite 1001
Jacksonville, FL 32224 2020-4-112



Prepared by
Terri Croft, an employee of
First American Title Insurance Company
12724 Gran Bay Parkway W, Suite 320
Jacksonville, Florida 32258
(904)519-7700
Return to: Grantee
File No.: 2237-2436264
Consideration: \$25,000.00

WARRANTY DEED

This indenture made on **June 22, 2017 A.D.**, by

Shirley T. Wright, f/k/a Shirley T. Robinson , a single woman

whose address is: **8488 Commonwealth Avenue, Jacksonville, FL 32220**
hereinafter called the "grantor", to

Dayspring Health, LLC, a Florida limited liability company

whose address is: **PO Box 1080, Hilliard, FL 32046**
hereinafter called the "grantee":

(Which terms "Grantor" and "Grantee" shall include singular or plural, corporation or individual, and either sex, and shall include heirs, legal representatives, successors and assigns of the same)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in **Nassau County, Florida**, to-wit:

LEGAL DESCRIPTION OF LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING LOT 1, BLOCK 24, TOWN OF HILLIARD, NASSAU COUNTY, FLORIDA (ACCORDING TO PLAT RECORDED IN PLAT BOOK 1, PAGE 28 OF THE PUBLIC RECORDS OF NASSAU COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT A POINT WHERE THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET (A 50 FOOT RIGHT-OF-WAY) INTERSECTS THE NORTHWESTERLY RIGHT-OF-WAY LINE OF SIXTH STREET (A 60 FOOT RIGHT-OF-WAY) AND RUN SOUTH 37 DEGREES 22' 00" WEST, ALONG LAST MENTIONED NORTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 201.52 FEET TO THE SOUTHERNMOST CORNER OF SAID LOT I; RUN THENCE NORTH 52 DEGREES 42' 27" WEST, A DISTANCE OF 208.71 FEET TO THE WESTERNMOST CORNER OF SAID LOT I; RUN THENCE NORTH 37 DEGREES 22' 00" EAST, A DISTANCE OF 201.79 FEET TO THE NORTHERNMOST CORNER THEREOF, SAID POINT LYING ON THE AFOREMENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE OF ORANGE STREET; RUN THENCE SOUTH 52 DEGREES 38' 00" EAST, ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 208.71 FEET TO THE POINT OF BEGINNING.

Parcel Identification Number: **08-3N-24-2380-0024-0010**

The land is not the homestead of the Grantor under the laws and constitution of the State of Florida and neither the Grantor nor any person(s) for whose support the Grantor is responsible reside on or adjacent to the land.

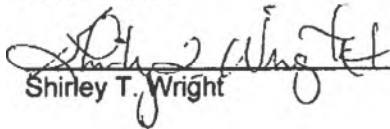
Subject to all reservations, covenants, conditions, restrictions and easements of record and to all applicable zoning ordinances and/or restrictions imposed by governmental authorities, if any.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in any way appertaining.

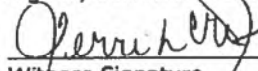
To Have and to Hold, the same in fee simple forever.

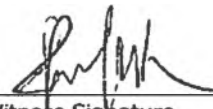
And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31st of 2016.

In Witness Whereof, the grantor has hereunto set their hand(s) and seal(s) the day and year first above written.


Shirley T. Wright

Signed, sealed and delivered in our presence:

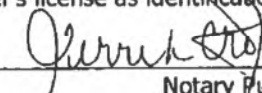

Witness Signature
Print Name: Terri L Croft


Witness Signature
Print Name: Jennifer Leah Rankin

State of **FL**

County of **Duval**

The Foregoing Instrument Was Acknowledged before me on **June 22, 2017**, by **Shirley T. Wright, a single woman** who is/are personally known to me or who has/have produced a valid driver's license as identification.


Notary Public
Terri L Croft
(Printed Name)



My Commission expires: _____

General Warranty Deed

Made this January 6, 2022 A.D. By Betty Scussell Martinez, a married person and Frances Scussell Conner, a married person and Virginia Scussell Davis, a married person and Frank Dominic Scussell, Jr., a married person and Carl Eugene Scussell, Jr., an unmarried person and Michael Timothy Scussell, a married person, hereinafter called the grantor, to Dayspring Health, LLC a Florida Limited Liability Company whose post office address is: PO Box 1080, Hilliard, Florida 32046, hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witneseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz:

Block 39, South Half of Lot Two, more particularly described as follows. at the Intersection of Orange and Fifth Streets at the South West corner of Block 39 and run northward along Orange Street One Hundred feet Official Records or to the land granted to Lela Mae Austin in 1954, and from there run Eastward parallel with Fifth Street Two hundred and ten feet, thence run Southward parallel with Orange Street to Fifth Street thence run Westward along Fifth Street to place of Beginning, comprising about one half an acre in the Town of Hilliard.

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) or any members of the household of Grantor(s) reside therein.

Parcel ID Number 08-3N-24-2380-0039-0025

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever, and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2021.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

Witness Printed Name: Michael D. Coonan

Witness Printed Name: Melissa Sheffield

Betty Scussell Martinez (Seal)
Betty Scussell Martinez
Address: PO Box 445, Callahan, Florida 32011

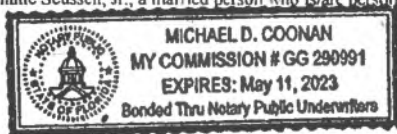
Frances Scussell Conner (Seal)
Frances Scussell Conner
Address: PO Box 763, Callahan, Florida 32011

Virginia Scussell Davis (Seal)
Virginia Scussell Davis
28158 Davis Rd Rt 4 Hilliard FL 32046

Frank Dominic Scussell JR (Seal)
Frank Dominic Scussell JR
PO BOX 156 Hilliard FL 32046

State of Florida
County of Nassau

The foregoing instrument was acknowledged before me by means of physical presence this 6th day of January, 2022, by Betty Scussell Martinez, a married person and Frances Scussell Conner, a married person and Virginia Scussell Davis, a married person and Frank Dominic Scussell, Jr., a married person who is/are personally known to me or who has produced drivers license as identification.



Notary Public
Print Name: Michael D. Coonan
My Commission Expires: _____

Page 1 of 3 Warranty Deed (Page 2 includes grantor, Carl Eugene Scussell JR; Page 3 includes grantor, Michael Timothy Scussell)

Page 2 of 3 Warranty Deed

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written; January 4, 2022.

Signed, sealed and delivered in our presence:

[Signature]
Witness Printed Name RYAN Messer

[Signature] (Seal)
Carl Eugene Scussell Jr
Address: 352 Tilley Rd Cullowhee NC 28723

[Signature]
Witness Printed Name Angela Buchanan
State of North Carolina
County of Jackson

The foregoing instrument was acknowledged before me by means of physical presence this 4 th day of January, 2022, by Carl Eugene Scussell, Jr, an unmarried person who is/are personally known to me or who has produced drivers license as identification

[Signature]
Notary Public
Print Name: Janice M. Cope
My Commission Expires: 4-02-2023



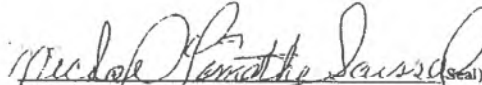
Page 3 of 3 Warranty Deed

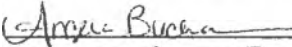
In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written; January 4, 2022.

Signed, sealed and delivered in our presence:



Witness Printed Name RYAN Messer

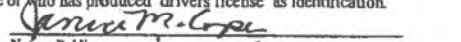

Michael Timothy Scussell
Address: 181 Sutton RD Bryson City NC 28713



Witness Printed Name Angela Buchanan

State of North Carolina
County of Jackson

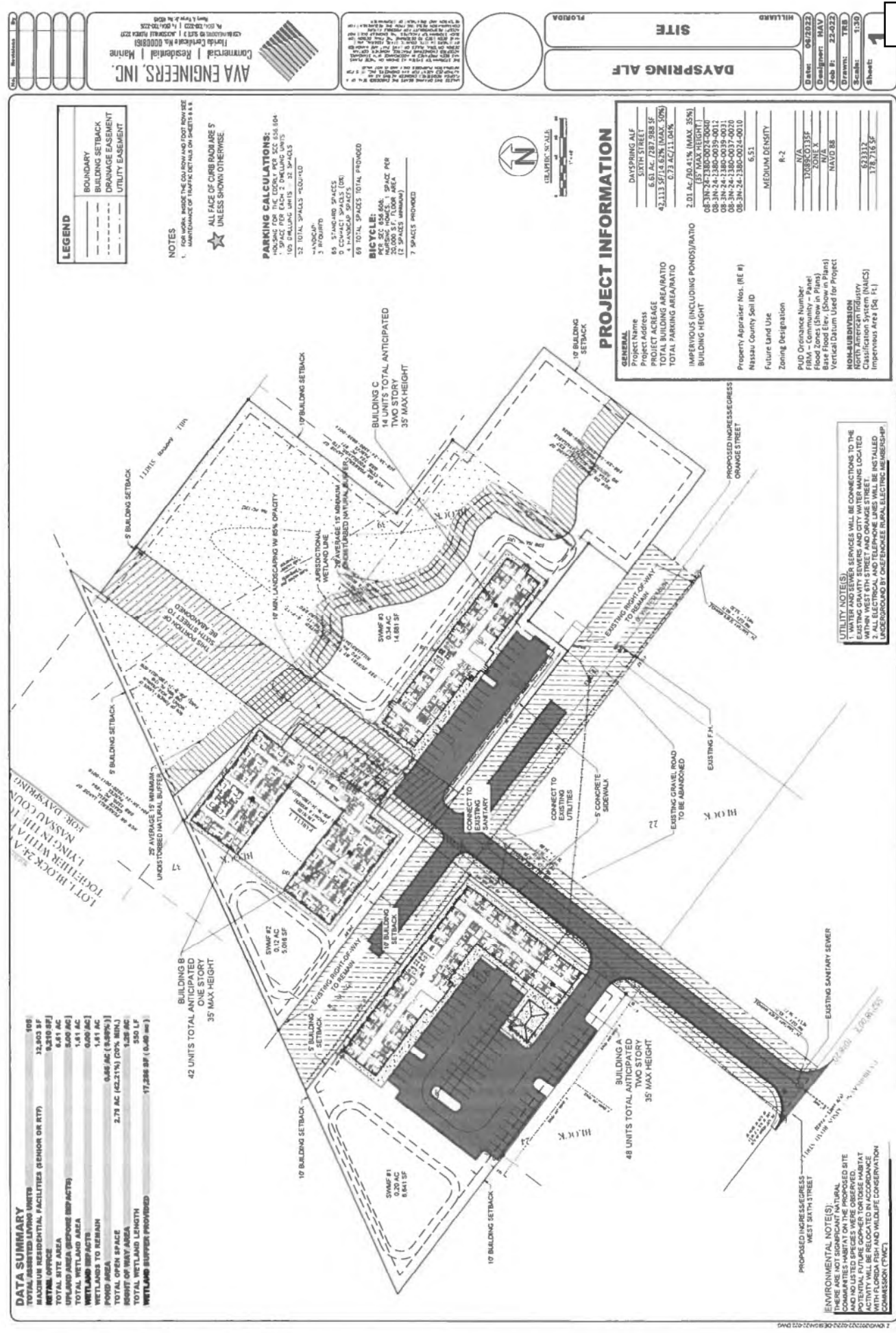
The foregoing instrument was acknowledged before me by means of physical presence this 4th day of January, 2022, by Michael Timothy Scussell, a married person, who is/are personally known to me or who has produced drivers license as identification.


Notary Public
Print Name: Janice M. Cope
My Commission Expires: 4-02-2023



ATTACHMENT 7

Site Plan



DATA SUMMARY

TOTAL RESIDENTIAL LIVING UNITS	108
TOTAL RESIDENTIAL FACILITIES (RENIOR OR RTH)	32,803 SF
TOTAL OFFICE	9,210 SF
TOTAL SITE AREA	6.51 AC
UPLAND AREA (BEFORE IMPACTS)	5.00 AC
TOTAL WETLAND AREA	1.51 AC
WETLAND IMPACTS	0.90 AC
WETLAND TO REMAIN	0.61 AC
POUD AREA	0.66 AC (8.88%)
TOTAL OPEN SPACE	2.78 AC (42.21%) (70% MIN.)
RIGHT OF WAY AREA	1.28 AC
TOTAL WETLAND LENGTH	550 LF
WETLAND BUFFER PROVIDED	17,286 SF (0.49 AC)

LEGEND

---	BOUNDARY
---	BUILDING SETBACK
---	DRAINAGE EASEMENT
---	UTILITY EASEMENT

NOTES

1. FOR WORK INSIDE THE CURB ROW AND FOOT ROW SEE MAINTENANCE OF TRAFFIC DETAIL ON SHEETS 6 & 8

★ ALL FACE OF CURB RADIUS ARE 5' UNLESS SHOWN OTHERWISE

PARKING CALCULATIONS:

1. 108 UNITS @ 1.5 SPACES PER UNIT = 162 SPACES
2. 32,803 SF @ 0.05 SPACES PER SF = 1,640 SPACES
3. 9,210 SF @ 0.05 SPACES PER SF = 460 SPACES
4. 108 BICYCLES @ 1 SPACE PER BICYCLE = 108 SPACES
5. 7 SPACES PROVIDED

PROJECT INFORMATION

GENERAL

PROJECT NAME: DAYSPRING ALF
PROJECT ADDRESS: 6.51 AC, 7287.988 SF
TOTAL BUILDING AREA/RATIO: 42,113 SF / 6.51 AC (MAX. 100%)
TOTAL PARKING AREA/RATIO: 673 AC / 1.04%

IMPERVIOUS INCLUDING PONDS/RATIO

BUILDING HEIGHT: 2.01 AC / 10.41% (MAX. 35%)
TOTAL IMPERVIOUS: 0.87 AC / 13.38% (MAX. 35%)
08-3N-24-1380-0011-0000
08-3N-24-1380-0011-0001
08-3N-24-1380-0011-0002
08-3N-24-1380-0011-0003
08-3N-24-1380-0011-0004

Property Appraiser Nos. (RE #)
Nassau County Soil ID
Future Land Use
Zoning Designation
R-2
FIRM Ordinance Number
FIRM Ordinance Date
Flood Zone (Show in Plans)
Base Flood Elev. (Show in Plans)
Vertical Datum Used for Project
NGVD 83

NON-ADJACENT DIVISION

NOTED: ADJACENT DIVISION
CLASSIFICATION: RURAL ELECTRIC
IMPERVIOUS AREA: 0.87 AC

ENVIRONMENTAL NOTES(S):

1. THERE ARE NO SIGNIFICANT NATURAL OR CULTURAL RESOURCES ON THE SITE AND NO LISTED SPECIES WERE OBSERVED.

2. POTENTIAL FUTURE COOPERATIVE HABITAT ACTIVITY WILL BE RELOCATED IN ACCORDANCE WITH THE NATURAL AND WILDLIFE CONSERVATION COMMISSION (CWC).

UTILITY NOTES(S):

1. WATER AND SEWER SERVICES WILL BE CONNECTIONS TO THE EXISTING GRAVITY SEWER AND CITY WATER MAINS LOCATED UNDER THE STREET.

2. ALL ELECTRICAL AND TELEPHONE LINES WILL BE INSTALLED UNDERGROUND BY ONEPIONEER RURAL ELECTRIC MEMBERSHIP.

PROJECT INFORMATION

GENERAL

PROJECT NAME: DAYSPRING ALF
PROJECT ADDRESS: 6.51 AC, 7287.988 SF
TOTAL BUILDING AREA/RATIO: 42,113 SF / 6.51 AC (MAX. 100%)
TOTAL PARKING AREA/RATIO: 673 AC / 1.04%

IMPERVIOUS INCLUDING PONDS/RATIO

BUILDING HEIGHT: 2.01 AC / 10.41% (MAX. 35%)
TOTAL IMPERVIOUS: 0.87 AC / 13.38% (MAX. 35%)
08-3N-24-1380-0011-0000
08-3N-24-1380-0011-0001
08-3N-24-1380-0011-0002
08-3N-24-1380-0011-0003
08-3N-24-1380-0011-0004

Property Appraiser Nos. (RE #)
Nassau County Soil ID
Future Land Use
Zoning Designation
R-2
FIRM Ordinance Number
FIRM Ordinance Date
Flood Zone (Show in Plans)
Base Flood Elev. (Show in Plans)
Vertical Datum Used for Project
NGVD 83

NON-ADJACENT DIVISION

NOTED: ADJACENT DIVISION
CLASSIFICATION: RURAL ELECTRIC
IMPERVIOUS AREA: 0.87 AC

ENVIRONMENTAL NOTES(S):

1. THERE ARE NO SIGNIFICANT NATURAL OR CULTURAL RESOURCES ON THE SITE AND NO LISTED SPECIES WERE OBSERVED.

2. POTENTIAL FUTURE COOPERATIVE HABITAT ACTIVITY WILL BE RELOCATED IN ACCORDANCE WITH THE NATURAL AND WILDLIFE CONSERVATION COMMISSION (CWC).

UTILITY NOTES(S):

1. WATER AND SEWER SERVICES WILL BE CONNECTIONS TO THE EXISTING GRAVITY SEWER AND CITY WATER MAINS LOCATED UNDER THE STREET.

2. ALL ELECTRICAL AND TELEPHONE LINES WILL BE INSTALLED UNDERGROUND BY ONEPIONEER RURAL ELECTRIC MEMBERSHIP.

ATTACHMENT 8

Written Description

**Dayspring Commons Planned Unit Development
PUD Written Description
November 22, 2022**

I. PROJECT DESCRIPTION

This application for the Dayspring Commons Planned Unit Development (“PUD”) is submitted by Dayspring Health, LLC, a Florida limited liability company (“Applicant”), the owner of the property subject to this application. As described herein, the Applicant proposes to rezone 6.61 acres of property from Single Family R-2 to PUD to allow for development of an institutional campus to provide senior housing and a residential treatment facility with supportive neighborhood commercial uses. The Applicant is proposing to construct three buildings with related amenities for a maximum of 33,000 square feet of residential uses (maximum of 105 units/beds), and a maximum of 9,300 square feet of commercial uses. All references herein to the Applicant shall include the Applicant’s successors and assigns.

The property that is subject of the proposed rezoning is owned by the Applicant and located east of U.S. Highway 1 / North Kings Road at West Sixth Street and Orange Street, being more particularly described in **Exhibit “A”** attached hereto (collectively, the “Property”). The Property consists of seven parcels having Nassau County Real Estate Identification Nos. 08-3N-24-2380-0024-0040; 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031; 08-3N-24-2380-0037-0020; 08-3N-24-2380-0024-0010; 08-3N-24-2380-0039-0025; and 08-3N-24-2380-0037-0010.

The Property has a Future Land Use map (“FLUM”) designation of Medium Density Residential (“MDR”). This application is submitted as a companion application to the proposed amendment to the Town of Hilliard’s FLUM to change the Property’s FLUM designation from MDR to Institutional with a text amendment to allow development of neighborhood-related commercial and office uses. The project will allow for densities and intensities within the parameters of the Institutional land use category. The immediately adjacent FLUM categories are Commercial to the west and MDR to the north, east and south. The Property is surrounded by existing and abandoned commercial uses, existing single-family residential homes and timberlands. The Property presently contains agricultural timber and wetlands. The Applicant has taken steps to preserve all on-site wetlands.

A preliminary conceptual site plan indicating the general layout of the site is attached to the PUD as **Exhibit “B”** (the “Conceptual Site Plan”). The Conceptual Site Plan is conceptual only and may be subject to change due to site characteristics, design and engineering factors. The Conceptual Site Plan shows the locations of the proposed buildings within the Property along with parking, open space, wetland, wetland buffers, stormwater ponds and existing local roadways to be relocated as part of the proposed development.

The project will provide public benefits including (i) provision of senior housing, (ii) provision of a Level II residential treatment facility, (iii) provision of supportive commercial, medical and office uses; (iv) preservation of 1.61 acres of wetlands; (v) creation of jobs for Town residents with commercial development, (vi) reconfiguration and circulation improvement to

portions of existing roadways (West Sixth Street and Orange Street); and (vii) property taxes and other revenues generated by the proposed development.

With this rezoning application, the Applicant will be requesting for vacation, abandonment and closing of a portion of West Sixth Street, which road is unimproved and bisects the northern portion of the Property and terminates with Mill Street (an unopened, local roadway). The portion of West Sixth Street the Applicant is requesting the Town vacate is depicted on the Conceptual Site Plan as “this portion of Sixth Street to be abandoned.”

II. USES AND RESTRICTIONS

A. Permitted Uses: The development will be constructed in an orderly manner. The following residential and non-residential uses and structures shall be permitted within the Property.

1. Residential Uses shall be limited to a maximum of 33,000 square feet which shall include up to 105 units with all accessory uses and related amenities consisting of the following uses:
 - a. Senior housing which may include any one or a mix of the following: independent living, residential care homes, assisted living, skilled nursing living, memory care, and similar use facilities.
 - b. Level II Mental Health Residential Treatment Facility (“RTF”) licensed under Chapter 65E-4.016, Florida Administrative Code, to provide support and assistance for adult residents diagnosed with a serious and persistent mental illness (as defined by Section 394.455, Florida Statutes) who have achieved a limited capacity for independent living, but who require frequent supervision, support and assistance, or a structured group treatment setting with 24 hours per day, 7 days per week supervision for adult residents diagnosed with a serious and persistent mental illness who have significant deficits in independent living skills and require extensive supervision. RTF uses shall be limited to a maximum of 42 units/beds within the Property.

2. Commercial Uses shall be limited to a maximum of 9,300 square feet and may include those uses permitted as a principal use and use by exception within the Main Street Commercial (MSC)¹ designation of the Code including the following retail, service, and medical uses:

- a. Medical and dental offices and clinics;

¹ As of the date of this PUD Written Description, the Town is in the process of revising its Code to replace the Neighborhood Commercial (C-N) designation with the MSC rezoning. In the event the Town fails to enact such change, the Applicant shall have the right to include neighborhood-type commercial uses as detailed in this text.

- b. Research laboratories;
- c. Professional and business offices;
- d. Service establishments such as barber or beauty shops, shoe repair shops;
- e. Day care/child care centers;
- f. Parcel delivery office;
- g. Bank and financial institution;
- h. Delicatessen, bake shop;
- i. Restaurant without drive-through facilities;
- j. Retail sales without outside sales or storage;
- k. Structured parking; and
- l. Those uses included in Section II.B. below.

Temporary construction/sales trailers may be utilized and placed on the Property until completion of the development.

B. Uses by Special Exception: Off-site signs as set forth in Section 62-425 of the Zoning and Land Development Regulations (hereafter, "LDR" or the "Code") and wireless telecommunication facilities as set forth in Section 62-386(d) shall be an allowable use.

C. Accessory Uses: Accessory uses and structures will be allowed as prescribed in the LDR, provided such uses and structures are of the nature customarily incidental and clearly subordinate to the permitted or principal use of a structure within the Property. The following accessory uses and structures shall be permitted for residential uses under Section II.A.1. including, without limitation, chapels, cafeteria/dining facilities, and commercial kitchens, recreational and fitness facilities ancillary to such permitted use, including a gymnasium, fitness center, indoor and/or outdoor pool, one or more docks, gazebos and similar structures, walking trails, meditation areas, open space, greenspace, and passive open space uses including recreational paths, benches, picnic tables, informational displays, kiosks, viewing areas, observation decks, and associated community/recreational structures.

D. Restriction on Uses: As provided, the development will only include the uses described in Section II.A.-C. above. Intoxication, alcohol or substance abuse rehabilitation centers with or without housing shall be prohibited within the PUD.

III. DESIGN GUIDELINES

A. Lot Requirements:

a. Setbacks: Setbacks shall be measured per the LDR and shall be as follows; provided, encroachments by sidewalks, driveways, parking, signage, utility structures, stormwater ponds, fences, street/park furniture, and other similar improvements shall be permitted within the minimum building setbacks.

1) Front Yard: 10 feet; Lots having a second frontage shall have a setback of 10 feet for the second frontage.

2) Rear Yard: 5 feet

3) Side Yard: 10 feet

4) All structures shall have a minimum separation of 20 feet, as measured from the furthest projection on the structure to the furthest projection of any other structure.

b. Building height: Buildings shall not exceed 35 feet in height.

c. Minimum lot requirements (width and area); 60 feet and 6,000 square feet.

d. Maximum impervious surface ratio: 35 percent.

e. Maximum lot coverage by buildings: 50 percent of the Property (not to include parking or drainage facilities)

The development will be constructed in one (1), 15-year phase. Construction shall commence within five (5) years of PUD Ordinance approval. For purposes of this PUD, “commencement” shall mean securing approved construction drawings of all or of a portion of the site. “Completion” shall be defined as the installation of horizontal infrastructure and Town approval of as-builts. Upon request from the Applicant, the Town Council may extend the commencement period by an additional one (1) year for good cause.

The Conceptual Site Plan indicates the preliminary, general layout for the PUD for construction of the development. The location and size of all lots, roads, project entrances, recreation/open space and other areas shown on the Conceptual Site Plan are conceptual such that the final location of any roads, project entrances, recreation/open space and other areas will be depicted on the final development plan and the final engineering plans for the particular phase of the project. It is anticipated that Building A will be utilized for senior housing, Building B will be utilized for RTF, and Building C shall be a mix of senior housing and commercial uses.

B. Ingress, Egress and Circulation:

1. **Parking Requirements:** The PUD shall comply with applicable off-street parking and loading requirements of LDR Section 62-382. One (1) parking space for every (2) senior dwelling units shall be provided. Individual parcels may share parking with other facilities, with shared parking agreements. Structured parking may be either stand alone or integrated with another permitted use.
2. **Vehicular Access/Interconnectivity:** The Conceptual Site Plan depicts preliminary vehicular circulation system and shows all points of connection with public rights-of-way. Access to the Property will be provided off West Sixth Street from U.S. Highway 1 in the locations depicted on the Conceptual Site Plan. The internal streets shall be designed and constructed with a minimum 50' right-of-way, curb and gutter, potable water and sanitary sewer treatment and collection systems and maintenance thereof shall be dedicated or granted to the Town of Hilliard in accordance with the Town's standards for acceptance and dedication. The Applicant will also provide pedestrian interconnectivity with neighboring commercial areas to the north, where feasible.
3. **Traffic Improvements:** The Applicant, as its expense, shall coordinate with the Town to realign and improve portions of West Sixth Street and Orange Street as shown on the Conceptual Site Plan (collectively, the "Roadway Improvements") as follows: West Sixth Street from U.S. Highway 1 to the project entrance at the intersection with Orange Street, and Orange Street from the intersection of West Sixth Street southeast along the project's boundary for a distance of +/- 185 feet to the home owned by Rosa Marie Allen having Parcel Identification No. 08-3N-24-2380-0039-0023 which encroaches into the roadway. The Applicant has assisted the Town with prior application for economic development funding for the Roadway Improvements (the "Funding Contribution"). To the extent the Town receives the Funding Contribution, such Funding Contribution shall be held by the Town in escrow for the benefit of the Applicant. The Applicant will design, permit and construct the Roadway Improvements as its expense with allocation of the Funding Contribution if awarded to the Town. The Roadway Improvements shall be constructed pursuant to applicable requirements of the Town.
4. **Pedestrian Access & Streetlights:** Pedestrian circulation will be provided via sidewalks that are a minimum width of five (5) feet. Sidewalk will be located throughout the project, which locations are depicted on the Conceptual Site Plan. In addition, sidewalks will be

located on one side of West Sixth Street and Orange Street depicted on the Conceptual Site Plan to provide pedestrian interconnectivity within the Project. All pedestrian accessible routes shall meet the requirements of the LDR, Florida Accessibility Code for Building Construction ("FACBC") and Americans Disability Act Accessibility Guidelines ("ADAAG") established by Florida law and 28 CFR Part 36. Streetlights will be purchased and installed at the Applicant's expense along all streets as approved by the Town of Hilliard's Engineering Department. Electrical services and maintenance of the streetlights shall be the responsibility of the Town once the Town accepts dedication of the streets.

C. Signs and Entry: Dayspring Commons will have an entry feature and related identification signage at the main entrances along West Sixth Street. All project signage will comply with applicable provisions of the Town Signage Code. Exact sign locations will be depicted on construction plans. The Applicant shall be permitted to erect temporary on-site construction and real estate signage on the Property, in conformance with the Code. Because construction of the Project may be phased, the Applicant shall be permitted to place temporary signage within portions of the Property in which construction is underway to direct tenants, customers and other visitors to other areas of the Property that are in operation.

D. Landscaping: Landscaping for the Project will be designed to establish a high-quality environment that provides for visibility, safety and low maintenance. The landscape will be designed to enhance the site and to coordinate with the proposed architecture. The design of the landscaping shall provide a pleasant appearance from the adjacent roadways. Landscaping will be consistent with typical plantings found in Nassau County.

A landscaped entrance will be constructed at all entrances to the development. The landscaped entrancing will be designed to be aesthetically compatible with each other so as to result in a uniform aesthetically pleasing appearance. Compatibility of design shall be achieved by the repetition of certain plant varieties and other landscape materials.

Parking areas will be landscaped at a minimum of five (5) percent of vehicle use area, utilizing parking islands and greenspace interspersed throughout the parking fields. Terminal islands will be a minimum of twelve (12) feet in width and internal islands being a minimum of eight (8) feet wide and containing at least one (1) tree. Spacing of internal islands may be a maximum of 130 feet or fourteen (14) spaces. Continuous landscaping will be provided along the perimeter of the Property adjacent to exiting single-family residential uses to provide screening of parking and service areas. Trees will be a mixture of canopy and non-canopy trees intermingled throughout the Commercial Tract, with a minimum of 70 percent of proposed trees being canopy trees. A minimum of 30 percent non-canopy trees will be utilized where appropriate to accommodate views and lighting.

In order to emphasize water conservation, plantings will be selected from the St. Johns River Water Management District's Florida Waterwise plant database as appropriate to the local climate. Landscaping shall be in conformance with all LDR provisions.

E. Recreation and Open Space: The design of the PUD incorporates common open space, as well as varied active and passive recreation opportunities, meeting and exceeding the standards of the LDR. Open space and common areas will exceed the 20% open space requirement of LDR Section 62-316(b). The Conceptual Site Plan provides approximately 42.21% of open space which is comprised of preserved onsite wetlands, the upland buffer, and pond area.

F. Utilities:

1. **Potable Water/Sanitary Sewer:** Water and sewer will be connected to the existing lines and gravity sewer located at Orange Street and West Sixth Street, as depicted on the Conceptual Site Plan. This work will be installed by the Applicant and no public funds shall be needed for the provision of new infrastructure.
2. **Electrical Utilities:** All electrical and telephone lines will be installed underground on the site. Electrical power will be provided by Florida Power & Light (FPL).
3. **Fire Protection:** The Applicant will install fire hydrants in accordance with the LDR.
4. **Solid Waste:** Solid waste will be handled by the licensed franchisee in the area.

G. Wetlands/Environmental: The Property contains approximately 1.61 acres of jurisdictional wetlands as depicted on the Conceptual Site Plan, which will be retained to preserve and enhance the natural attributes of the Property. Appropriate buffers will be provided as required by the LDR and St. Johns River Water Management District ("SJRWMD") requirements. All gopher tortoise burrows which may become active prior to construction, will be relocated in accordance with Florida Fish and Wildlife Conservation Commission ("FWC") requirements.

H. Stormwater: Stormwater will be handled on site within retention areas, with conveyance via the roadways and/or piping within appropriate easements. The drainage structures and facilities will be designed and constructed in compliance with the LDR in effect at the time of permitting, subject to SJRWMD standards. The stormwater treatment facility will be maintained by the owner or a property owners' association in accordance with SJRWMD requirements.

I. Maintenance of Common Areas: The common areas and infrastructure within the Property will be maintained by the owner or a property owners' association.

IV. ADDITIONAL CONDITIONS

1. If Building B shall be developed as an RTF instead of senior housing, additional buffering (a minimum of ten (10) feet shall be located on the southwest and southeast areas

adjacent to Building B to adequately screen and buffer the RTF from adjacent uses, as is depicted on the Conceptual Site Plan.

2. The project population of the Property will not include school-aged children. Pursuant to Florida licensure requirements under F.A.C. 65E-4.016, persons entering any RTF within the Property must be 18 years or older.

**OWNER'S AUTHORIZATION FOR AGENT
PLANNING DEPARTMENT**

TOWN OF HILLIARD, FLORIDA

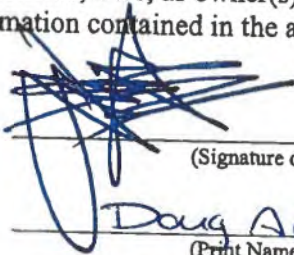
**EACH AND EVERY OWNER SHOWN ON THE PROOF OF
OWNERSHIP MUST SIGN AN AUTHORIZATION FORM**

Agent Authorization Form

I/We Dayspring Health, LLC, a Florida limited liability company,
(Print Name of Property Owner)
 hereby authorize Rogers Towers, P.A. and AVA Engineers Inc.
(Print Name of Agent)
 to represent me/us in processing an application for PUD Rezoning and FLUM Amendment
(Type of Application)
 on our behalf. In authorizing the agent to represent me/us, I/we, as owner(s) attest that the application is made in good faith and that any information contained in the application is accurate and complete.

(Signature of Owner)

(Print Name of Owner)


(Signature of Owner)


Doug Adkins
(Print Name of Owner)

State of Florida

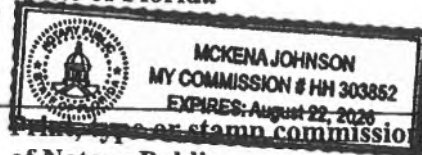
} ss

Nassau County

Sworn to and subscribed before me on this 4th day of November, 2022,
 by Doug Adkins
(Name of Person Making Statement)



Signature of Notary Public
 State of Florida



Print type or stamp commissioned name
 of Notary Public

My Commission Expires: _____

Individual making statement is 2 personally known or _____ produced identification.

Type of identification produced: _____

ATTACHMENT 9

Binding Letter

Binding Letter

Town of Hilliard
15859 C.R. 108
Hilliard, Florida 32046

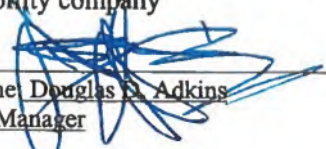
Re: Dayspring Commons PUD Application
Parcel ID Nos.: 08-3N-24-2380-0024-0040; 08-3N-24-2380-0039-0012; 08-3N-24-2380-0039-0031; 08-3N-24-2380-0037-0020; 08-3N-24-2380-0024-0010; 08-3N-24-2380-0039-0025; and 08-3N-24-2380-0037-0010

Ladies and Gentlemen:

You are hereby advised that the undersigned, owner of the property, being more particularly described in the Planned Unit Development rezoning document attached hereto and by reference made a part hereof, hereby agrees to bind its successors in title to the development in accordance with (a) the site plan and the written description of the proposed development plan submitted with the PUD application and (b) any conditions set forth by the Town Council of the Town of Hilliard in the PUD rezoning ordinance. Owner, and its successors in title, also agree to proceed with the development of the subject property in accordance with items (a) and (b) above and will complete such development in accordance with the site plan approved by that ordinance. Provisions shall be made by written agreement for continuing operation and maintenance of all common areas and facilities that are not to be provided, operated or maintained by the Town of Hilliard.

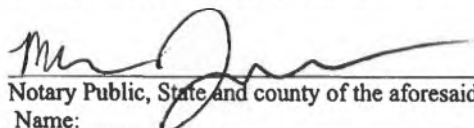
This the 21 day of November, 2022.

DAYSPRING HEALTH, LLC, a Florida limited
Liability company

By: 
Name: Douglas D. Adkins
Its: Manager

STATE OF FLORIDA
COUNTY OF NASSAU

Sworn to and subscribed and acknowledged before me by means of (check one) ☒ physical presence or ☐ online notarization, this 21 day of November, 2022, by Douglas D. Adkins, Manager of Dayspring Health, LLC, a Florida limited liability company, on behalf of the company. H/She (check one) ☒ is personally known to me or ☐ has produced a valid driver's license as identification.

 (SEAL)
Notary Public, State and county of the aforesaid
Name: _____
My Commission Expires: _____
My Commission Number is: _____





AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: March 18, 2023

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council approval of the Annual Financial Statements & Audit for the fiscal year ending September 30, 2022.

BACKGROUND:

The Annual Financial Statements & Audit are prepared by Powell & Jones, CPAs. Mr. Richard Powell delivered in detail the Town's Annual Financial Statements for the fiscal year ending September 30, 2022, at a Workshop held on Tuesday, May 16, 2023, at 6:00 p.m.

FINANCIAL IMPACT:

Annual Financial Statements & Audit - \$36,000.00.

Single Audit Federal & State Funds Expended over \$750,000.00 - \$2,500.00.

Total - \$38,500.00.

RECOMMENDATION:

Town Council approval of the Town's Annual Financial Statements & Audit for the fiscal year ending September 30, 2022.

TOWN OF HILLIARD, FLORIDA
ANNUAL FINANCIAL REPORT
September 30, 2022

TOWN OF HILLIARD, FLORIDA
ANNUAL FINANCIAL REPORT
September 30, 2022
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September 30, 2022
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INTRODUCTORY SECTION

TOWN OF HILLIARD, FLORIDA
LIST OF ELECTED AND APPOINTED OFFICIALS
September 30, 2022

LIST OF ELECTED OFFICIALS

Mayor and Chairman of the Board **Floyd L. Vanzant**

Town Council President **John P. Beasley**

Town Council **Kenny Sims**
Callie Kay Bishop
Lee Pickett
Jared Wollitz

APPOINTED OFFICIALS

Town Clerk **Lisa Purvis**

Town Attorney **Christian W. Waugh**

FINANCIAL STATEMENTS



Powell and Jones CPA

1359 S.W. Main Blvd.
Lake City, FL 32025
Phone 386.755.4200
Fax 386.719.5504

INDEPENDENT AUDITOR'S REPORT

May 12, 2023

To the Town Council
Town of Hilliard, Florida

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund, and the aggregate remaining fund information of the Town of Hilliard, Florida (the "Town") as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town, as of September 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter – Adoption of New Accounting Pronouncement and Related Restatement

As discussed in Note 1, effective October 1, 2021, the Town has adopted the provisions contained in Statement of Governmental Accounting Standards ("SGAS") No. 87, *Leases*. The adoption of this standard resulted in the restatement of certain balances as of the year ending September 30, 2022. The restatement is further discussed in Note 1. Our opinions are not modified with respect to these matters.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, other post-employment benefits plan, schedule of proportionate share of net pension liability, and schedule of contributions information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Supplemental Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying schedule of expenditures of federal awards and state financial assistance, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations ("CFR") Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance"), and Section 215.97, Florida Statutes, *Florida Single Audit Act*; Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, as listed in the table of contents, is presented for the purposes of additional analysis and is not a required part of the basic financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards and State Financial Assistance have been fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 12, 2023, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. The report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.



POWELL AND JONES CPA
Lake City, Florida
May 12, 2022

TOWN OF HILLIARD, FLORIDA MANAGEMENT DISCUSSION AND ANALYSIS

The Town of Hilliard, Florida (the “Town”) offers readers of the Town’s financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended September 30, 2022 . We hope this will assist readers in identifying any significant financial issues and changes in the Town’s financial position.

FINANCIAL HIGHLIGHTS

- The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$14,220,313 (*net position*).
- The Town’s total net position increased by \$1,211,256. An increase of \$981,272 was attributable to governmental activities and an increase of \$229,984 for business-type activities.
- As of the close of the current fiscal year, the Town’s governmental funds reported a combined ending fund balances of \$2,134,268, a decrease of \$27,565 in comparison with the prior year. Of this amount, \$504,277 is available for spending at the government’s discretion (unassigned or assigned fund balance).
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$504,277, or more than 13.6% of the total general fund expenditures and transfers out.
- The Town’s total debt increased by \$583,743 during the current fiscal year, due to the net of annual debt service payments, and the recognition of the Town’s net pension liability related to their participation in the Florida Retirement System and Other Post Retirement Benefits.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to the Town’s basic financial statements. The Town’s basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required and other supplementary information in addition to the basic financial statements themselves.

The funds used by the Town are as follows:

	<u>Number</u>	<u>Fund Type</u>
Governmental Fund	001	General Fund
Governmental Fund	101	Special Revenue (Local Option Gas Tax)
Governmental Fund	120	Special Revenue (Discretionary Sales Tax)
Proprietary Fund	401	Water and Sewer

Government-Wide Financial Statements – The government-wide financial statements are designed to provide readers with a broad overview of the Town’s finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the Town's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town's is improving or deteriorating.

The statement of activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e. g., uncollected taxes and earned but unused vacation and sick leave).

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town include general government, public safety, transportation, health services, and culture and recreation. The business-type activities of the Town include water and sewer utilities.

The government-wide financial statements can be found on pages 25 - 27 of this report.

Fund Financial Statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into two categories: governmental funds and proprietary funds.

Governmental Funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements; However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a town's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Town's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General, Local Option Gas Tax and Discretionary Sales Tax Funds, all of which are considered to be major funds.

The Town adopts an annual appropriated budget for all its major funds. A budgetary comparison statement has been provided for general and special revenue funds to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 28 - 30 of this report.

Proprietary Funds: The Town maintains only one type of proprietary fund. The enterprise fund is used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses the enterprise fund to account for its Water and Sewer Utilities.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide information for the Water and Sewer Utilities.

The basic proprietary fund financial statements can be found on pages 31 - 34 of this report.

Fiduciary Funds: Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reported in the government-wide financial statements because the resources of those funds are not available to support to the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Town maintains one fiduciary fund type; a custodial fund. The custodial fund reports resources, not in a trust, held by the Town for parties outside the City's reporting entity.

Notes to the Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 37 - 68 of this report.

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a Town's financial position. In the case of the Town, assets exceeded liabilities by \$14,220,313 at the close of the most recent fiscal year.

By far, the largest portion of the Town's net position (86.29%) reflects its investment in capital assets (e.g., land, buildings, machinery and equipment); less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Town of Hilliard, Florida
Statement of Net Position
September 30, 2022

	Governmental Activities		Business-Type Activities		Total	
	2022	2021	2022	2021	2022	2021
Current assets	\$ 3,925,483	\$ 3,051,144	\$ 1,603,200	\$ 2,073,296	\$ 5,528,683	\$ 5,124,440
Capital assets, net	6,680,933	5,680,945	9,601,226	8,679,148	16,282,159	14,360,093
Lease receivable	191,684	191,533	62,564	75,419	254,248	266,952
Total assets	10,798,100	8,923,622	11,266,990	10,827,863	22,065,090	19,751,485
Deferred outflows	237,989	223,529	144,131	109,687	382,120	333,216
Current liabilities	1,821,647	915,873	850,049	611,306	2,671,696	1,527,179
Long-term liabilities	893,347	508,326	4,447,336	4,257,996	5,340,683	4,766,322
Total liabilities	2,714,994	1,424,199	5,297,385	4,869,302	8,012,379	6,293,501
Deferred inflows	154,655	537,784	59,863	244,359	214,518	782,143
Invested in capital assets, net of related debt	6,680,933	5,680,945	5,590,226	4,576,148	12,271,159	10,257,093
Nonspendable	55,724	33,708	-	-	55,724	33,708
Restricted	1,574,267	1,558,622	422,664	390,329	1,996,931	1,948,951
Unrestricted	(144,484)	(88,107)	40,983	857,412	(103,501)	769,305
Total net position	\$ 8,166,440	\$ 7,185,168	\$ 6,053,873	\$ 5,823,889	\$ 14,220,313	\$ 13,009,057

An additional portion of the Town's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position showed a deficit of \$103,501, this was due the implementation of certain state standards in prior periods requiring the Town to report its pro rata shares of the pension liabilities from the Florida Retirement System and Other Post-Employment Benefits. Due to the fact that the Town's management does not anticipate being required to directly fund related portions of this deficit, this condition is not considered to be detrimental. The Town anticipates periodic adjustments to current contribution rates to fund the net pension liabilities.

Town of Hilliard, Florida
Changes in Net Position
For the Year Ended September 30, 2022

	Governmental Activities		Business-Type Activities		Total	
	2022	2021	2022	2021	2022	2021
Revenues						
Charges for service	\$ 288,388	\$ 241,946	\$ 1,141,656	\$ 1,054,459	\$ 1,430,044	\$ 1,296,405
Capital grants contributions	1,247,758	162,416	385,259	268,541	1,633,017	430,957
General revenues	2,107,249	2,119,057	35,463	34,243	2,142,712	2,153,300
Total revenues	3,643,395	2,523,419	1,562,378	1,357,243	5,205,773	3,880,662
Expenses						
General government	664,233	619,378	-	-	664,233	619,378
Public safety	132,367	127,530	-	-	132,367	127,530
Transportation	617,346	632,012	-	-	617,346	632,012
Health services	27,672	41,487	-	-	27,672	41,487
Parks and Recreation	597,345	439,900	-	-	597,345	439,900
Interest on long-term debt	-	-	124,645	127,309	124,645	127,309
Water and sewer	-	-	1,830,909	1,517,753	1,830,909	1,517,753
Total expenses	2,038,963	1,860,307	1,955,554	1,645,062	3,994,517	3,505,369
Increase (decrease) in net position before transfers	1,604,432	663,112	(393,176)	(287,819)	1,211,256	375,293
Transfers	(623,160)	(145,847)	623,160	145,847	-	-
Change in net position	981,272	517,265	229,984	(141,972)	1,211,256	375,293
Net position, beginning of year	7,185,168	6,667,903	5,823,889	5,965,861	13,009,057	12,633,764
Net position, end of year	\$ 8,166,440	\$ 7,185,168	\$ 6,053,873	\$ 5,823,889	\$ 14,220,313	\$ 13,009,057

Governmental Activities – Governmental activities increased the Town's net position by \$981,272.

Business-Type Activities – Business-type activities increased the Town's net position by \$229,984.

Financial Analysis of the Town's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds - The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Town's net resources available for spending at the end of the fiscal year.

As of the end of the fiscal year, the Town's governmental funds reported combined ending fund balances of \$2,134,268, a decrease of \$27,565 in comparison with the prior year. The unassigned fund balance is \$504,277 which is available for spending at the Town's discretion. The remainder of fund balance is restricted to indicate that it is not available for new spending because it has already been committed 1) to pay debt service, 2) to cover annual contracts, or 3) for a variety of other restricted purposes. The non-spendable part of fund balance is \$55,724 represents prepaid items at year end.

The general fund is the chief operating fund of the Town, with the streets, recreation, fire and airport departments all reporting within the general fund. The Public Service Tax revenue along with the Communications Service Tax is also reported within this fund and can be spent at the Town's discretion.

One Special Revenue Fund consists of the local option gas tax revenue which is transferred to the General Fund to cover the street transportation expenditures.

The other Special Revenue Fund maintains the Discretionary Sales Surtax and is budgeted annually to the various departments for capital purchases for improvements within the Town.

Proprietary Fund - The Town's proprietary fund provides the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the Water and Sewer Fund at the end of the year amounted to \$40,983. Other factors concerning the finances of this fund have already been addressed in the discussion of the Town's business-type activities.

2022 Budgetary Highlights

The following is a summary of the differences between the original and the final amended budget:

- Cash Carry Forward in the General Fund was originally stated at \$201,272, and at year-end only \$65,275 was needed to cover the fiscal year expenditures.
- Cash Carry Forward in the Water and Sewer Fund was originally stated at \$167,920, and at year-end revenues and transfers were able to cover the fiscal year expenditures by \$229,984.
- State Shared Revenues received for the fiscal year were greater than the initial estimates, creating additional revenue in the General Fund of approximately \$80,000 and in the Special Revenue Fund of approximately \$150,000.

- Budgeted amounts for the capital improvement expenditures of \$617,000 in the General and Proprietary funds were amended during the year.
- The General Fund's Recreation Department was awarded FRDAP grant funds that had been budgeted for spending in the fiscal year ending in 2022. Because no charges were made to the grant, the budget for these expenditures was amended accordingly at the end of the year.
- The Town's Recreation Department also saw increases in involvement in several of its programs and a rise in membership levels for its recreation center, which increased anticipated revenues. Accordingly, the budgeted revenues were amended to match year-end levels.
- Originally the activity in the General Fund's Airpark Department related to grants from the Federal Aviation Administration and the Florida Department of Transportation was unable to be determined. As a result, the budget was amended to the actual amount as of year-end.
- The budget for General Fund inter-fund transfers by department was adjusted based on fiscal year 2022's need for additional or decreased funds at year-end. The result was an amendment to decrease the funds transferred as of year-end.
- In the Proprietary Fund, at budget time, the amount of the CDBG grant funds that would be expended during the 2022 fiscal year was undetermined. Therefore, the year-end budget was amended to the actual amount expended for the year.
- Operating expenditures in the Proprietary Fund were undeterminable at the beginning of the 2022 fiscal year. As a result, the operating supplies line item was initially under-budgeted. This was amended at year end to agree with the actual expenditures.

Schedules of budget and actual comparisons for the general and special revenue major funds appear on pages 70 - 72 of this report.

Capital Asset and Debt Administration

Capital Assets – The Town's investment in capital assets for its governmental and business type activities as of September 30, 2022, amounts to \$16,282,159 (net of accumulated depreciation). This investment in capital assets includes land, buildings, system, improvements, machinery and equipment and park facilities. The total increase in the Town's net investment in capital assets for the current fiscal year was 13.38% (a 17.60% increase for governmental activities and a 10.62% increase for business-type activities).

2022 Major capital asset events during the fiscal year include the following:

GENERAL GOVERNMENT

Building

Town Hall Offices Renovations

- The Town Hall renovations were approved and began at fiscal year-end which included remodeling the printer/copier space and separating the computer technology space into a closet. Painting, new flooring and a new and expanded workstation.

Capital funds expended fiscal year 2021/2022

\$14,247

Machinery and Equipment***Town Hall - Computers, Phones, Security Upgrade, and Refresh***

- The Town of Hilliard expended funds for the final phase in connecting all of the Town's Facilities by completing the Town Hall Facility, Parks & Recreation Department and adding the Water and Wastewater Treatment Plant Facilities by means of fiber optics and internet connection which will allow all departments to work together on the same network technology & communications. In addition to new software and technology upgrades. Items totaling \$3,392 were on back order from last year's final. Therefore, the fiscal year 2021/2022 total has been added to last fiscal year's final total.

Capital funds expended fiscal year 2021/2022 \$ 3,392

GENERAL TRANSPORTATION - STREET***Infrastructure******Georgia Street Culvert Replacement Project***

- The Town expended funds to purchase culvert pipes to replace the existing culverts along Georgia Street at the same time that the CDBG Water Main Replacement Project was being done to improve the storm drainage infrastructure in this area of the Town.

Capital funds expended fiscal year 2021/2022 \$ 8,762

Infrastructure***Bulk Culvert Pipes Purchase***

- The Town expended funds to purchase several culvert pipes to repair storm drainage infrastructure throughout the Town.

Capital funds expended fiscal year 2021/2022 \$ 20,664

Infrastructure***Walker Street Paving Project***

- The Town of Hilliard approved capital funding project to install a paved cul-de-sac and repave a certain portion of Walker Street to allow traffic a safe way to turn around without driving onto private property and to improve the Town's drainage infrastructure.

Capital funds expended fiscal year 2021/2022 \$14,380

***Machinery and Equipment
ADAPCO Mosquito Sprayer***

- The Town of Hilliard purchased a Roswell 10 Gallon Skid Mosquito Larvicide Sprayer to better protect the health and welfare of the Town's citizens against mosquitos and their associated diseases.

Capital funds expended fiscal year 2021/2022 \$ 5,480

GENERAL CULTURE & RECREATION

***Building
Oxford Street Park Swimming Pool Re-Plaster Project***

- The Town of Hilliard expended funds to refurbish the Town's Junior Olympic Swimming Pool by re-plastering and tiling to comply with the State Department of Health inspections and to prevent leaks.

Capital funds expended fiscal year 2021/2022 \$ 91,551

***Machinery and Equipment
Fitness Center Equipment***

- The Town of Hilliard purchased new cardio fitness equipment to replace aging equipment and expand the Town's current Fitness Center equipment.

Capital funds expended fiscal year 2021/2022 \$ 9,461

GENERAL TRANSPORTATION - AIRPARK

***Building
Renovation of Existing Hangars and Design and Construction of a New Box Hangar***

- State grant funds provided by the Florida Department of Transportation (FDOT) Public Transportation Grant Agreement (PTGA), consisting of 100% state grant funding for the following project: The renovation of existing hangars and the design and construction of new box hanger at Hilliard Airpark totaling \$368,000.

State funds expended fiscal year 2021/2022 \$ 364,123

***Building
Design and Construction of Maintenance Building***

- State grant funds provided by the Florida Department of Transportation (FDOT) Public Transportation Grant Agreement (PTGA), consisting of 100% state grant funding for the following project: Hilliard Airpark Design & Construct Maintenance Building totaling \$287,500.

State funds expended fiscal year 2021/2022 \$ 185,044

Infrastructure
Turf Runway Rehabilitation and Maintenance

- State grant funds provided by the Florida Department of Transportation (FDOT) Public Transportation Grant Agreement (PTGA), consisting of 100% state grant funding for the following project: Hilliard Airpark Turf Runway 18/36 Maintenance and Improvements totaling \$91,000.

State funds expended fiscal year 2021/2022 \$ 87,185

Infrastructure
Runway LED Lighting Rehabilitation Project

- Federal grant funds provided by the Federal Aviation Administration (FAA) Air Grant, consisting of 100% federal grant funding, for the following project: Rehabilitate Runway 18/36 Lighting; Install Wind Cone; Install Segmented Circle; and Install Runway Vertical/Visual Guidance System, totaling \$489,143.

Federal funds expended fiscal year 2021/2022 \$ 383,375

Machinery and Equipment
Security Cameras and Video Recording System

- State grant funds provided by the Florida Department of Transportation (FDOT) Public Transportation Grant Agreement (PTGA), consisting of 100% state grant funding for the following project: The Design and Construction of a Security Camera and Video Recording System at the Hilliard Airpark, totaling \$193,775.

State funds expended fiscal year 2021/2022 \$ 184,182

Machinery and Equipment
FAA Airport Coronavirus Response Grant Program (ACRGP) Grant

- Federal grant funds provided by the Federal Aviation Administration (FAA) funded as part of the Airport Coronavirus Response and Relief Supplemental Appropriations Act (CRRRA Act). To provide eligible Sponsors with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments, totaling \$13,000.

Federal funds expended fiscal year 2021/2022 \$ 12,413

***Machinery and Equipment
FAA ARP Act Airport Rescue Grant***

- Federal grant funds provided by the Federal Aviation Administration (FAA) funded as part of the Airport Rescue Grant, American Rescue Plan Act (ARP Act) dated August 2, 2021. To provide eligible Sponsors with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments, totaling \$32,000.

Federal funds expended fiscal year 2021/2022 \$ 31,720

PROPRIETARY FUND

***Water and Sewer Plant
20,000 Gallon Chlorine Contact Chamber Renovation***

- The Town of Hilliard expended funds for the renovation of the interior and exterior of the Town's 20,000 Gallon Chlorine Contact Chamber located at the Wastewater Treatment Plant. Once the renovation is complete the Town will enter into an asset management CPR Maintenance Service Agreement with Utility Services Company, Inc. for continued annual maintenance of the Chlorine Contact Chamber.

Capital funds expended fiscal year 2021/2022 \$ 81,252

***Water and Sewer Plant
100,000 Gallon Ground Storage Tank 1 and Tank 2 Water Treatment Plant Renovation***

- The Town of Hilliard expended funds for the renovation of the interior and exterior of the Town's 100,000 Gallon Ground Storage Tank 1 & Tank 2 located at the Water Treatment Plant. Once the renovation is complete the Town will enter into an asset management CPR Maintenance Service Agreement with Utility Services Company, Inc. for continued annual maintenance of Ground Storage Tank 1 & Tank 2.

Capital funds expended fiscal year 2021/2022 \$ 154,622

***Water and Sewer Plant
Complete AMI/Water Meter Turnkey Installation Project***

- The Town of Hilliard expended funds for the installation of a complete turnkey Advanced Metering Infrastructure System replacing all of the Town's water meters adding Water Infrastructure, Equipment & Services, Technology, Server & Software, Network, SaaS and Project Management. Once the installation is complete the Town will enter into an asset management CPR Maintenance Service Agreement with Utility Services Company, Inc. for continued annual maintenance of the Advanced Metering Infrastructure System.

Capital funds expended fiscal year 2021/2022 \$ 547,765

Water and Sewer Plant
Belt Filter Press

- The belt press is used at the Wastewater Treatment Plant to dewater sludge. It is an integral part of the wastewater treatment process. The press was installed during the 2010 upgrade to the Plant. It is a complex piece of equipment with many moving parts to include 3 pumps, 13 roller drums, two power control panels, and a polymer addition system. The system was evaluated and repair through Phoenix Process Equipment.

Capital funds expended fiscal year 2021/2022	\$ 13,275
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Water and Sewer Plant
Wastewater Filter Controls Upgrade

- The Wastewater Treatment Plant Filter control panel, PanelView LCD was obsolete and although the system was still running the operator could not see the filter status and any existing alarms. The upgrade addressed the filter control issues and utilized the same controller hardware that is currently used in the WWTP control panel. Reducing the number and type of spare parts.

Capital funds expended fiscal year 2021/2022	\$ 7,200
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Water and Sewer Plant
DEO CDBG – Water Main and Oxford Street Lift Station Fixed Generator

- Federal grant funds provided by the Florida Department of Economic Opportunity – Community Development Block Grant in the Neighborhood Revitalization category. For a Water Main Replacement & Oxford Street Lift Station Fixed Generator Project totaling \$700,000., with the Town providing matching funds totaling \$182,564.70.

Capital funds expended fiscal year 2021/2022	\$ 385,259
Capital funds expended fiscal year 2021/2022	\$ 139,964

Water and Sewer Plant
Fourth Street Gravity Sewer Overflow Pipe

- The Town of Hilliard expended funds to make sewer overflow improvements by approving an overflow pipe to be installed on Fourth Street to alleviate sewer system backups at the Franklin Park Mini-Mall.

Capital funds expended fiscal year 2021/2022	\$ 85,053
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Water and Sewer Machinery and Equipment
Bill Folder Inserter Application Envelope Stuffing Machine

- The Town of Hilliard expended funds to purchase a new folder inserter stuffing machine for the Town's water and sewer bills.

Capital funds expended fiscal year 2021/2022

\$ 9,475

Town of Hilliard, Florida
Capital Assets
(Net of Depreciation)

	Governmental Activities		Business-type Activities		Total	
	2022	2021	2022	2021	2022	2021
Land	\$ 851,390	\$ 851,390	\$ -	\$ -	\$ 851,390	\$ 851,390
Construction in progress	696,188	444,311	-	324,789	696,188	769,100
Buildings	2,164,180	1,565,199	9,357,612	8,086,101	11,521,792	9,651,300
Infrastructure	1,953,215	1,994,608	-	-	1,953,215	1,994,608
Machinery and equipment	900,835	685,930	243,614	268,258	1,144,449	954,188
Other depreciable	115,125	139,507	-	-	115,125	139,507
Capital assets, net	<u>\$ 6,680,933</u>	<u>\$ 5,680,945</u>	<u>\$ 9,601,226</u>	<u>\$ 8,679,148</u>	<u>\$ 16,282,159</u>	<u>\$ 14,360,093</u>

Long-Term Debt – At the end of the current fiscal year, the Town had total outstanding bonds and compensated absences in the amount of \$4,193,528. The bond balance is not pledged by any specific tax revenue and is only secured by revenues earned in the proprietary fund.

At present the Town's debt other than compensated absences is a 1996 Series Water and Sewer Revenue Bond that is financed through USDA Rural Development with a 38-year term at 4.5% interest rate and the 2010 Series Water and Sewer Revenue Bond that is also financed through USDA Rural Development with a 38-year term at 2.75% interest rate.

Town of Hilliard, Florida
Outstanding Debt
General Obligation and Revenue Bonds

	Governmental Activities		Business-type Activities		Total	
	2022	2021	2022	2021	2022	2021
Bonds payable	\$ -	\$ -	\$ 4,011,000	\$ 4,103,000	\$ 4,011,000	\$ 4,103,000
Compensated absences	121,728	106,249	60,800	50,749	182,528	156,998
Net pension liability	692,071	299,289	419,154	147,413	1,111,225	446,702
Other post-employment benefits	109,980	129,351	66,582	61,521	176,562	190,872
Total	<u>\$ 923,779</u>	<u>\$ 534,889</u>	<u>\$ 4,557,536</u>	<u>\$ 4,362,683</u>	<u>\$ 5,481,315</u>	<u>\$ 4,897,572</u>

The Town's outstanding debt increased by \$583,743 during the current fiscal year due to scheduled payments plus the increase in compensated absences, post-employment benefits, and the result of the implementation of GASB 68 showing the Town's proportionate share of their participation in the Florida Retirement System.

Additional information on the Town's long-term debt can be found in the notes to the financial statements on pages 55 - 57 of this report.

Requests for Information

This financial report is designed to provide a general overview of the Town's finances and to demonstrate the Town's accountability. If you have questions concerning any of the information provided in this report or requests for additional financial information, contact the Office of the Town Clerk at 15859 West CR 108, Hilliard, Florida 32046 or (904) 845-3555.

BASIC FINANCIAL STATEMENTS

TOWN OF HILLIARD, FLORIDA
STATEMENT OF NET POSITION
September 30, 2022

	Governmental Activities	Business - type Activities	Total
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 3,300,161	\$ 816,894	\$ 4,117,055
Accounts receivable, net	28,430	12,500	40,930
Due from other governmental units	541,168	104,727	645,895
Inventory	-	68,649	68,649
Prepaid items	55,724	32,901	88,625
Total current assets	3,925,483	1,035,671	4,961,154
Restricted cash and cash equivalents:			
Educational impact fees	-	-	-
Bond interest and sinking	-	18,061	18,061
System development	-	150,547	150,547
Reserve fund	-	254,056	254,056
Customer deposits	-	144,865	144,865
Total restricted assets	-	567,529	567,529
Non-current assets:			
Capital assets not being depreciated	1,547,578	-	1,547,578
Capital assets, net of accumulated depreciation	5,133,355	9,601,226	14,734,581
Lease receivable	191,684	62,564	254,248
Total non-current assets	6,872,617	9,663,790	16,536,407
Total assets	10,798,100	11,266,990	22,065,090
DEFERRED OUTFLOWS	237,989	144,131	382,120
LIABILITIES			
Current liabilities (payable from current assets):			
Accounts payable	143,462	553,541	697,003
Accrued liabilities	12,237	12,669	24,906
Unearned revenue	1,635,516	18,889	1,654,405
Compensated absences, current	30,432	15,200	45,632
Total current liabilities (payable from current assets)	1,821,647	600,299	2,421,946
Current liabilities (payable from restricted assets):			
Accrued interest payable	-	9,885	9,885
Customer deposits	-	144,865	144,865
Revenue bonds payable, current	-	95,000	95,000
Total current liabilities (payable from restricted assets)	-	249,750	249,750
Total current liabilities	1,821,647	850,049	2,671,696
(continued)			

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
STATEMENT OF NET POSITION
September 30, 2022

	Governmental Activities	Business - type Activities	Total
Long-term liabilities			
Revenue bond payable, net of current	-	3,916,000	3,916,000
Accrued compensated absences, net of current	91,296	45,600	136,896
Other post-employment benefits	109,980	66,582	176,562
Net pension liability	692,071	419,154	1,111,225
Total long-term liabilities	893,347	4,447,336	5,340,683
Total liabilities	2,714,994	5,297,385	8,012,379
DEFERRED INFLOWS	154,655	59,863	214,518
NET POSITION			
Invested in capital assets, net of related debt	6,680,933	5,590,226	12,271,159
Nonspendable - prepaid items	55,724		
Restricted for:			
Debt service	-	272,117	272,117
System development	-	150,547	150,547
Non-debt service expenditures	1,564,541	-	1,564,541
Educational impact fee	-	-	-
Voluntary fire department	9,726	-	9,726
Unrestricted	(144,484)	40,983	(103,501)
Total net position	\$ 8,166,440	\$ 6,053,873	\$ 14,220,313

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
STATEMENT OF ACTIVITIES
For the Fiscal Year Ended September 30, 2022

		Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Functions/Programs	Expenses						
Governmental activities							
General government	\$ 664,233	\$ 3,144	\$ -	\$ -	(661,089)	\$ -	\$ (661,089)
Public safety	132,367	-	-	-	(132,367)	-	(132,367)
Transportation	617,346	-	-	1,247,758	630,412	-	630,412
Health services	27,672	-	-	-	(27,672)	-	(27,672)
Culture and recreation	597,345	285,244	-	-	(312,101)	-	(312,101)
Total governmental activities	2,038,963	288,388	-	1,247,758	(502,817)	-	(502,817)
Business-type activities							
Water and sewer services	1,830,909	1,141,656	-	385,259	-	(303,994)	(303,994)
Interest on long-term debt	124,645	-	-	-	-	(124,645)	(124,645)
Total business-type activities	1,955,554	1,141,656	-	385,259	-	(428,639)	(428,639)
Total government	\$ 3,994,517	\$ 1,430,044	\$ -	\$ 1,633,017	(502,817)	(428,639)	(931,456)
General revenues							
Taxes					391,563	-	391,563
Intergovernmental					1,366,198	-	1,366,198
Licenses and permits					96,405	-	96,405
Franchise fees					197,226	-	197,226
Fines and forfeitures					838	-	838
Rents and leases					4,641	5,606	10,247
Interest					32,992	19,646	52,638
Other fees and miscellaneous					17,386	10,211	27,597
Interfund transfers					(623,160)	623,160	-
Total general revenues					1,484,089	658,623	2,142,712
Change in net position					981,272	229,984	1,211,256
Net position - beginning (restated)					7,185,168	5,823,889	13,009,057
Net position - ending					\$ 8,166,440	\$ 6,053,873	\$ 14,220,313

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
GOVERNMENTAL FUNDS
BALANCE SHEET
September 30, 2022

	General Fund	Special Revenue		Total Governmental Funds
		Local Option Gas Tax Fund	Discretionary Sales Tax Fund	
ASSETS				
Cash and cash equivalents	\$ 1,817,375	\$ 749,316	\$ 733,470	\$ 3,300,161
Accounts receivable	9,105	19,325	-	28,430
Due from other governmental units	478,738	-	62,430	541,168
Prepaid items	55,724	-	-	55,724
Total assets	2,360,942	768,641	795,900	3,925,483
LIABILITIES				
Accounts payable	143,462	-	-	143,462
Accrued liabilities	12,237	-	-	12,237
Unearned revenue	1,635,516	-	-	1,635,516
Total liabilities	1,791,215	-	-	1,791,215
FUND BALANCES				
Nonspendable - prepaid items	55,724	-	-	55,724
Restricted	9,726	768,641	795,900	1,574,267
Unassigned	504,277	-	-	504,277
Total fund balances	\$ 569,727	\$ 768,641	\$ 795,900	2,134,268

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	6,680,933
A lease receivable is calculated based on anticipated future cashflows and not amounts earned in the period under audit. Therefore, it is not reported in the governmental funds.	191,684
Deferred outflows of resources represent a consumption of fund equity that will be reported as an outflow of resources in a future period and therefore are not reported in the governmental funds.	237,989
Deferred inflows of resources represent an acquisition of fund equity that will be recognized as an inflow of resources in a future period and therefore are not reported in the governmental funds.	(154,655)
Long-term liabilities are not due in the current period and, therefore, are not reported in governmental funds	(923,779)
Net assets of governmental activities	\$ 8,166,440

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
For the Fiscal Year Ended September 30, 2022

		Special Revenue		
		Local Option	Discretionary	Total
		Gas Tax	Sales Tax	Governmental
	General Fund	Fund	Fund	Funds
REVENUES				
Property taxes	\$ 281,710	\$ -	\$ -	\$ 281,710
Other taxes	109,853	-	-	109,853
Intergovernmental	1,812,445	212,891	588,620	2,613,956
Licenses and permits	96,405	-	-	96,405
Franchise fees	197,226	-	-	197,226
Fines and forfeitures	838	-	-	838
Charges for service	288,388	-	-	288,388
Rents and leases	14,699	-	-	14,699
Other fees and miscellaneous	17,386	-	-	17,386
Total revenues	<u>2,818,950</u>	<u>212,891</u>	<u>588,620</u>	<u>3,620,461</u>
EXPENDITURES				
General government	608,311	-	-	608,311
Public safety	103,958	-	-	103,958
Transportation	466,061	-	-	466,061
Health services	19,784	-	-	19,784
Culture and recreation	428,915	-	-	428,915
Capital outlay	1,415,979	-	-	1,415,979
Total expenditures	<u>3,043,008</u>	<u>-</u>	<u>-</u>	<u>3,043,008</u>
Excess (deficit) of revenues over expenditures	(224,058)	212,891	588,620	577,453
OTHER FINANCING SOURCES (USES)				
Interest income	13,613	-	4,529	18,142
Interfund transfers in	808,452	-	-	808,452
Interfund transfers out	(663,282)	-	(768,330)	(1,431,612)
Total other financing sources (uses)	<u>158,783</u>	<u>-</u>	<u>(763,801)</u>	<u>(605,018)</u>
Net change in fund balance	(65,275)	212,891	(175,181)	(27,565)
Fund balance at beginning of year	635,002	555,750	971,081	2,161,833
Fund balance at end of year	<u>\$ 569,727</u>	<u>\$ 768,641</u>	<u>\$ 795,900</u>	<u>\$ 2,134,268</u>

See notes in financial statements.

TOWN OF HILLIARD, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
For the Fiscal Year Ended September 30, 2022

Net change in fund balance - total governmental funds \$ (27,565)

Amounts reported for governmental activities in the
statement of activities are different because:

Governmental funds report capital outlay as expenditures

However, in the statement of activities, the cost of those
assets is allocated over their estimated useful lives as
depreciation expense.

Expenditures for capital assets	1,415,979	
Less current year depreciation	<u>(415,991)</u>	999,988

Some expenses reported in the statement of activities do not
require the use of current financial resources and, therefore,
are not reported as expenditures in governmental funds. Also
recognition of certain obligations related to prior and subsequent
periods are not recognized in governmental funds but are
recognized in the statement of activities.

(Increase) in compensated absences	(15,479)	
Decrease in other post-employment benefits	19,371	
Decrease in net pension liability	(392,782)	
Change in deferred inflows and outflows	397,588	
Change in lease receivable related items	<u>151</u>	<u>8,849</u>

Change in net position of governmental activities	<u><u>\$ 981,272</u></u>
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See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
PROPRIETARY FUND
STATEMENT OF NET POSITION
September 30, 2022

	Water and Sewer Fund
ASSETS	
Current assets	
Cash and cash equivalents	\$ 816,894
Accounts receivable, net	12,500
Due from other governments	104,727
Inventory	68,649
Prepaid expenses	32,901
Total current assets	<u>1,035,671</u>
Restricted cash and cash equivalents	
Bond interest and sinking	18,061
System development	150,547
Reserve fund	254,056
Customer deposits	144,865
Total restricted cash and cash equivalents	<u>567,529</u>
Noncurrent assets	
Fixed assets	
Property, plant and equipment	17,837,650
Allowance for depreciation	(8,236,424)
Lease receivable	62,564
Total noncurrent assets	<u>9,663,790</u>
Total assets	<u>11,266,990</u>
DEFERRED OUTFLOWS	<u>144,131</u>
LIABILITIES AND NET POSITION	
LIABILITIES	
Current liabilities	
Accounts payable	553,541
Accrued liabilities	12,669
Unearned revenue	18,889
Accrued interest	9,885
Compensated absences	15,200
Customer deposits	144,865
Revenue bonds payable, current	95,000
Total current liabilities	<u>850,049</u>
(continued)	

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
PROPRIETARY FUND
STATEMENT OF NET POSITION
September 30, 2022

	Water and Sewer Fund
<hr/>	
Long-term liabilities	
Revenue bonds payable, net of current	3,916,000
Accrued compensated absences, net of current	45,600
Other post-employment benefits	66,582
Net pension liability	419,154
Total long-term liabilities	<hr/> 4,447,336
Total liabilities	<hr/> 5,297,385
 DEFERRED INFLOWS	 <hr/> 59,863
 NET POSITION	
Invested in capital assets, net of related debt	5,590,226
Restricted for:	
Debt service	272,117
System development	150,547
Unrestricted	40,983
Total net position	<hr/> \$ 6,053,873 <hr/>

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For the Fiscal Year Ended September 30, 2022

	Water and Sewer Fund
OPERATING REVENUES	
Water sales	\$ 495,747
Sewer sales	507,968
Fees and penalties	137,941
Total operating revenues	<u>1,141,656</u>
OPERATING EXPENSES	
Water utility	
Personnel services	397,700
General expenses	399,773
Sewer utility	
Personnel services	265,134
General expenses	266,515
Depreciation expense	501,787
Total operating expenses	<u>1,830,909</u>
Total operating (loss)	<u>(689,253)</u>
NONOPERATING REVENUES (EXPENSES)	
Grant revenue	385,259
Rentals and leases	5,606
Interest earnings	19,646
Miscellaneous income	10,211
Interest expense	(124,645)
Interfund transfers in	623,160
Total nonoperating revenues	<u>919,237</u>
Change in net position	229,984
Net position at beginning of year (restated)	5,823,889
Net position at end of year	<u>\$ 6,053,873</u>

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS
For the Fiscal Year Ended September 30, 2022

	<u>Water and Sewer Fund</u>
Cash flows from operating activities:	
Cash received from customers	\$ 1,213,587
Cash paid to suppliers	(758,312)
Cash paid to employees	(324,074)
Net cash provided by operating activities	<u>131,201</u>
Cash flows from non-capital related financing activities:	
Rental and lease income	18,461
Miscellaneous revenues	10,211
Transfers from other funds	623,160
Net cash provided by non-capital related financing activities	<u>651,832</u>
Cash flows used for capital and related financing activities:	
Grant receipts	542,323
Principal payments	(92,000)
Interest payments	(124,645)
Acquisition and construction of capital assets	(1,423,865)
Net cash used for capital and related financing activities	<u>(1,098,187)</u>
Cash flows from investing activities:	
Investment income	19,286
Net cash provided by investing activities	<u>19,286</u>
Net change in cash	(295,868)
Cash at beginning of year	1,680,291
Cash at end of year	<u>\$ 1,384,423</u>
Reconciliation of operating loss to net cash provided by operating activities:	
Operating loss	\$ (689,253)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation	501,787
Changes in assets decrease (increase) and liabilities (decrease) increase:	
Accounts receivable, net	65,944
Inventory	(29,030)
Prepaid items	(19,750)
Deferred outflows	(30,673)
Accounts payable	221,890
Accrued liabilities	5,713
Compensated absences	10,051
Customer deposits	5,987
Other post-employment benefits	5,061
Deferred inflows	(188,267)
Net pension liability	271,741
Total adjustments	<u>820,454</u>
Net cash provided by operating activities	<u>\$ 131,201</u>

See notes to the financials statements.

TOWN OF HILLIARD, FLORIDA
FUDICIARY FUND
STATEMENT OF NET POSITION
September 30, 2022

	Custodial Fund
ASSETS	
Cash and cash equivalents	16,305
Total assets	<u>16,305</u>
LIABILITIES	
Due to other governments	16,305
Total liabilities	<u>16,305</u>
NET POSITION	
Total net position	<u><u>\$ -</u></u>

See notes to the financial statements

TOWN OF HILLIARD, FLORIDA
FIDUCIARY FUND
STATEMENT OF CHANGES IN NET POSITION
For the Fiscal Year Ended September 30, 2022

	Custodial Fund
ADDITIONS:	
Fees collected on behalf of other governments	\$ 103,183
Total additions	<u>103,183</u>
DEDUCTIONS:	
Remittances of fees to other governments	<u>103,183</u>
Total deductions	<u>103,183</u>
 Change in net position	 -
 Net position at beginning of year	 <u>-</u>
Net position at end of year	<u>\$ -</u>

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town of Hilliard, Florida (the "Town") have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting principles. Pronouncements of the Financial Accounting Standards Board (FASB) issued after November 30, 1989, are not applied in the preparation of the financial statements of the proprietary fund type in accordance with GASB Statement 20. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units.

In June, 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement 34-Basic Financial Statement and Management's Discussion and Analysis - for State and Local Governments. As provided by GASB 34, the Town has elected not to report retroactive infrastructure improvements in its financial statements due to the fact that its annual revenues are less than \$10 million. The Town has implemented all other applicable provisions of this Statement.

A. Reporting Entity – The Town is a political subdivision of the State of Florida. The Town was established in Nassau County pursuant to Chapter 24561, Laws of Florida, Special Acts of 1947, as amended. It is governed by elected Town Council Members (the "Council") and an elected Mayor, who are governed by federal and state statutes, regulations, and Town ordinances. The Town Clerk, who is an appointed official, is the Clerk and Chief Accountant of the Town.

The Town maintains its accounts in accordance with the uniform classification of accounts as prescribed by the Florida Department of Financial Services, pursuant to Section 218.33, *Florida Statutes*.

The basic financial statements of the Town for the year ended September 30, 2022, were prepared in accordance with accounting principles generally accepted in the United States of America.

There are no entities that are classified as component units who are financially accountable to the Town.

B. Adoption of New Accounting Pronouncements - In June 2017, The Governmental Accounting Standards Board issued Statement of Governmental Accounting Standards (SGAS) No. 87, Leases. SGAS No. 87 requires the recognition by lessors of assets and deferred inflows of resources that arise from all lease transactions, except for leases with a term of 12 months or less. The lessor accounting model under SGAS No. 87 results in all leases with a lease term of more than 12 months being accounted for in substantially the same manner as the existing accounting for capital leases. SGAS No. 87 also requires expanded qualitative and quantitative disclosures regarding amount, timing, and uncertainty of cash flows arising from leases. The Town adopted the provisions of SGAS No. 87 as of October 1, 2021. The implementation of SGAS No. 87 has resulted in a change to the Town's net position from prior years and is further described below in the section of Note 1 entitled Prior period adjustment.

C. Measurement Focus and Basis of Accounting - The basic financial statements of the Town are comprised of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the financial statements

1. Government-wide Financial Statements

Government-wide financial statements display information about the reporting government as a whole, except for its fiduciary activities. These statements include separate columns for the governmental and business-type activities of the Town. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely, to a significant extent, on fees and charges for support.

Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as is the proprietary fund. Under the accrual basis of accounting, revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement 33 - Accounting and Financial Reporting for Nonexchange Transactions.

Program revenues include charges for services, special assessments, and payments made by parties outside of the reporting government's citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. As applicable, the Town also chooses to eliminate the indirect costs between governmental activities to avoid the "doubling up" effect.

2. Fund Financial Statements

The underlying accounting system of the Town is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Governmental Funds - Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Franchise fees, licenses, sales taxes, gas taxes, operating and capital grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the Town.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be measure of “available spendable resources.” Governmental funds operating statements present increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Any non-current portions of long-term receivables (special assessments) due to governmental funds are reported on their balance sheets in spite of their spending measurement focus.

Non-current portions of other long-term receivables are offset by fund balance reserve accounts. Because of their spending measurement focus, expenditure recognition for governmental fund types exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Proprietary Funds - The Town’s Water and Sewer Enterprise Fund is a proprietary fund. In the fund financial statements, proprietary funds are presented using the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recognized when the related goods and services are delivered. In the fund financial statements, proprietary funds are presented using the economic resources measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in total net position. The Town applies all GASB pronouncements as well as all FASB Statements and Interpretations, APB Opinions and Accounting Research Bulletins, issued on or before November 30, 1989, which do not conflict with or contradict GASB pronouncements.

Proprietary fund operation revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies, taxes, and investment earnings, result from nonexchange transactions or ancillary activities.

Amounts paid to acquire capital assets are capitalized as assets in the fund financial statements, rather than reported as an expenditure. Proceeds of long-term debt are recorded as a liability in the fund financial statements, rather than as an other financing source. Amounts paid to reduce long-term indebtedness are reported as a reduction of the related liabilities, rather than as an expense.

Fiduciary Funds – The Town also reports one fiduciary fund; a custodial fund, which is used to account for impact fees collected on behalf of Nassau County School Board. These funds are collected on behalf of the School Board and remitted when collected.

D. Basis of Accounting - GASB Statement 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures, expenses of either fund category and the governmental and enterprise combined) for the determination of major funds. The Town has used GASB 34 minimum criteria for major fund determination. The Town has four major funds and no nonmajor funds.

1. Governmental Major Funds:

The **General Fund** is the principal operating fund used to account for most of the Town's general activities (Fire, Transportation, Health Services, Culture and Recreation, etc.)

The **Discretionary Sales Tax Fund** is used for recording the discretionary sales taxes received from the State of Florida. In accordance with Nassau County ordinances, these funds are restricted for operational expenses of infrastructure projects or other purposes, excluding debt, as determined by the Town Council.

The **Local Option Gas Tax Fund** is used to record local option fuel tax revenues distributed by the State of Florida. In accordance with Chapter 336, *Florida Statutes*, these funds are restricted for transportation expenditures, including debt service and current expenditures for transportation capital projects, as determined by the Town Council.

2. Proprietary Major Fund:

The **Water and Sewer Fund** is used to account for operations either (1) that are financed, and operated in a manner similar to business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management, control, accountability, or other purposes.

E. Assets, Liabilities, Deferred Outflows/Inflows and Net Position or Equity

- 1. Cash and Investments** - Cash includes amounts in demand deposits as well as short-term money market investment accounts. Investments, when utilized, consists of certificates of deposit, are stated at cost which approximates market value. All such deposits and investments are insured and collateralized as required by state law.
- 2. Cash Equivalents** - For purposes of the statement of cash flows, the Town considers all highly liquid debt instruments with a maturity of three months or less to be cash equivalents. As of September 30, 2022, the Town's cash consisted solely of checking accounts and money market accounts; it has no other cash equivalents.

3. **Allowance for Doubtful Accounts** - The Town provides an allowance for Water and Sewer Fund accounts receivable that may become uncollectible. At September 30, 2022, this allowance account totaled \$31,361 based upon prior collection history. No other allowances for doubtful accounts are maintained since other fund accounts receivable are considered to be fully collectible as reported at September 30, 2022.
4. **Receivables and Payables** - Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."
5. **Inventories** - The costs of governmental inventories are recorded as expenditures when purchased rather than when consumed. The actual amounts of any such inventory type goods on hand at year end would not be material.
6. **Restricted Assets** - As applicable, year to year, certain proceeds of enterprise fund debt, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants.

The customer deposits account is used to accept and refund deposits paid by customers for utility services.

The system development account retains impact fees and is restricted for expansion of the town's water and sewer plant.

The education impact fee account is used to accept money and is collected for the Nassau County School Board (the "Board"). These funds are remitted quarterly to the Board and the Town retains a three percent administration fee. The funds retained by the Town through the administration fee are not subject to any use restrictions.

The voluntary fire department account is used to accept donations on behalf of the Town's voluntary fire department. These funds are used in accordance with the department's direction based upon their operational needs.

7. **Encumbrances** - Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation, is not utilized by the Town.
8. **Capital Assets** - Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., streets, bridges, rights-of-way, and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. Except for roads and bridges constructed prior to October 1, 1981, assets are recorded at historical cost. Roads and bridges constructed prior to October 1, 1981 are generally not reported. Donated capital assets are recorded at estimated fair market value at the date of donations.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the Town, as well as of component units, are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	39 - 40
Infrastructure	10 - 30
Machinery and equipment	5 - 20
Plant	45
Improvements	15 - 25
Computer equipment	5

9. **Capitalization of Interest** - Interest related to borrowings are capitalized during the construction period. These costs are netted against applicable interest earnings on construction fund investments. During the current period, the Town did not have any capitalized interest.
10. **Unearned Revenues** - Unearned revenues reported in government-wide financial statements represent revenues received that have not been earned. The deferred revenues will be recognized as revenue in the fiscal year they are earned in accordance with the accrual basis of accounting. Unearned revenues reported in governmental fund financial statements represent revenues received which are measurable but not available and, in accordance with the modified accrual basis of accounting, are reported as unearned revenues. At September 30, 2022, the Town reported \$1,654,405 in unearned revenues.
11. **Accrued Compensated Absences** - The Town accrues accumulated unpaid vacation and sick leave when earned by the employee. The current portion is the amount estimated to be used in the following year. The non-current portion is the amount estimated to be used in subsequent fiscal years. Both the current and non-current estimated accrued compensated absences amounts for governmental funds are maintained separately and represent a reconciling item between the fund and government-wide presentation.
12. **Capital Contributions** - Contributed capital is recorded in proprietary funds that have received capital grants or contributions from developers, customers or other funds. Reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

- 13. Deferred Outflows/Inflows of Resources** – In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The government has two items that qualify for reporting in this category. They are deferred charges on pensions and other post-employment benefits (“OPEB”) in the government-wide statement of net position. Deferred outflows on pensions are recorded when actual earnings on pension plan investments exceed projected earnings and are amortized to pension expense using a systematic and rational method over a closed five-year period. Deferred outflows on pensions also include the difference between expected and actual experience with regard to economic or demographic factors; changes of assumptions about future economic, demographic, or other input factors; or changes in the Town’s proportionate share of net pension liability and are amortized over the average expected remaining service lives of all employees that are provided with pensions through each pension plan. Contributions to pension plans made subsequent to the measurement date are also deferred and reduce net pension liability in the subsequent year. Deferred outflows related to OPEB are recorded when changes of assumptions are made about future economic, demographic, or other input factors. These are amortized over the average expected life of OPEB plan participants.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows or resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The government has three items which qualify for reporting in this category. These are deferred charges on pensions, OPEB, and leases receivable under the SGAS 87, *Leases*, accounting standard. Deferred inflows on pension plan investments exceed actual earnings and are amortized to pension expense using a systematic and rational method over a closed five-year period. Deferred inflows on pensions also include the difference between expected and actual experience with regard to economic or demographic factors; changes of assumptions about future economic, demographic, or other input factors; or changes in the Town’s proportionate share of net pension liability. These are amortized over the average expected remaining service lives of all employees that are provided with pensions through each pension plan. Deferred inflows on OPEB are recorded when changes of assumptions about future economic, demographic, or other factors are made. These outflows are amortized over the average expected life of the OPEB participants. Deferred inflows on the lease receivable are recorded at the net present value of the future lease receipts for leases on which the Town is the lessor. The deferred amount is amortized to lease income on a straight-line basis over the life of the lease.

14. Fund Balances -

A. Governmental Funds

As of September 30, 2022, fund balances of the governmental funds are classified as follows:

Nonspendable – amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions, charter requirements or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed – amounts that can be used only for specific purposes determined by a formal action of the Town Council. The Town Council is the highest level of decision making authority for the Town. Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the Town Council.

Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the Town's adopted policy, only the Town Council may assign amounts for specific purposes.

Unassigned – all other spendable amounts.

As of September 30, 2022, fund balances are composed of the following:

	General Fund	Local Option Gas Tax Fund	Sales Tax Fund	Total
Nonspendable	\$ 55,724	\$ -	\$ -	\$ 55,724
Restricted	26,031	768,641	795,900	1,590,572
Unassigned	504,277	-	-	504,277
	<u>\$ 586,032</u>	<u>\$ 768,641</u>	<u>\$ 795,900</u>	<u>\$ 2,150,573</u>

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Town considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Town considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Town Council has provided otherwise in its commitment or assignment actions.

B. Proprietary Funds

Restrictions of net position are amounts that are not appropriated for expenditure or are legally restricted for specific uses.

As of September 30, 2022, net position balances are composed of the following:

	Water and Sewer Fund
Invested in capital assets	\$ 5,590,226
Restricted	422,664
Unrestricted	40,983
	<u>\$ 6,053,873</u>

F. Prior Period Adjustment

The Town's implementation of SGAS No. 87 required restatement of certain final amounts on the government-wide statements of net position and activities as of September 30, 2021. The impact of the implementation of this standard on the prior year financial statements is as follows:

<u>Governmental Activities Fund</u>	<u>2021</u>	<u>2021 (Restated)</u>
Statement of Financial Position		
Lease Receivable	-	191,533
Deferred Inflow of Resources	440,323	537,784
Nonspendable	-	33,708
Unrestricted Net Position	(148,471)	(88,107)
Total Net Position	7,091,096	7,185,168
Statement of Activities		
General revenues	2,113,865	2,119,057
Net position, beginning of year	6,579,023	6,667,903
Net position, end of year	7,091,096	7,185,168
 <u>Water and Sewer Fund</u>		
Statement of Financial Position		
Lease Receivable	-	75,419
Deferred Inflow of Resources	216,331	244,359
Unrestricted Net Position	810,021	857,412
Total Net Position	5,776,498	5,823,889
Statement of Activities		
General revenues	30,226	34,243
Net position, beginning of year	5,922,487	5,965,861
Net position, end of year	5,776,498	5,823,889

NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of Differences Between the Governmental Funds Balance Sheet and the Government-wide Statement of Net Position.

"Total fund balances" of the Town's governmental funds \$2,150,573 differs from "net position" of governmental activities \$8,182,745 reported in the statement of net position. This difference primarily results from the long-term economic focus of the statement of net position versus the current financial resources focus of the governmental funds balance sheet.

Capital related items

When capital assets (property, plant, equipment) that are to be used in governmental activities are purchased or constructed, the cost of these assets are reported as expenditures in governmental funds. However, the statement of net position included those capital assets among the assets of the Town as a whole.

Cost of capital assets	\$ 11,943,952
Accumulated depreciation	(5,263,019)
Total	<u>\$ 6,680,933</u>

Long-term debt transactions

Long-term liabilities applicable to the Town's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the statement of net position. Balances at September 30, 2022, were:

Compensated absences	\$ (121,728)
Other post-employment benefits	(109,980)
Net pension liability	(692,071)
	<u>\$ (923,779)</u>

Deferred outflows/inflows of resources

Deferred outflows of resources represent a consumption of net position in a future period while deferred inflows of resources represent an acquisition of net position in a future period and accordingly, are not reported in the governmental fund statements. However, the statement of net position included those deferred outflows/inflows of resources.

Deferred outflows	\$ 237,989
Deferred inflows	(154,655)
	<u>\$ 83,334</u>

Lease related items

With the implementation of SGAS No. 87, *Leases*, lessors who are leasing assets to tenants are required to include a lease receivable on their government-wide financial statements. The lease receivable is calculated on the basis of anticipated future cashflows and is not considered earned revenue on the fund financial statements. The lease receivable is included in statement of net position.

Lease receivable	<u>\$ 191,684</u>
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TOWN OF HILLIARD, FLORIDA

NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of Differences Between the Governmental Fund Balance and the Government-wide Statement of Net Position

	Total Governmental Funds	Capital Related Items	Deferred Inflows/Outflows	Long - Term Debt Transactions	Lease Related Items	Statement of Net Position
ASSETS						
Current assets						
Cash and cash equivalents	\$ 3,300,161	\$ -	\$ -	\$ -	\$ -	\$ 3,300,161
Accounts receivable	28,430	-	-	-	-	28,430
Due from other governmental units	541,168	-	-	-	-	541,168
Prepaid items	55,724	-	-	-	-	55,724
Lease receivable	-	-	-	-	191,684	191,684
	<u>3,925,483</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>191,684</u>	<u>4,117,167</u>
Restricted assets						
Capital assets, net	-	6,680,933	-	-	-	6,680,933
Total assets	<u>3,925,483</u>	<u>6,680,933</u>	<u>-</u>	<u>-</u>	<u>191,684</u>	<u>10,798,100</u>
DEFERRED OUTFLOWS	<u>-</u>	<u>-</u>	<u>237,989</u>	<u>-</u>	<u>-</u>	<u>237,989</u>
LIABILITIES						
Accounts payable	143,462	-	-	-	-	143,462
Accrued liabilities	12,237	-	-	-	-	12,237
Unearned revenue	1,635,516	-	-	-	-	1,635,516
Compensated absences	-	-	-	121,728	-	121,728
Other post-employment benefits	-	-	-	109,980	-	109,980
Net pension liability	-	-	-	692,071	-	692,071
Total liabilities	<u>1,791,215</u>	<u>-</u>	<u>-</u>	<u>923,779</u>	<u>-</u>	<u>2,714,994</u>
DEFERRED INFLOWS	<u>-</u>	<u>-</u>	<u>154,655</u>	<u>-</u>	<u>-</u>	<u>154,655</u>
FUND BALANCES/NET POSITION						
Invested in capital assets	-	6,680,933	-	-	-	6,680,933
Nonspendable - prepaid items	55,724	-	-	-	-	55,724
Restricted	1,574,267	-	-	-	-	1,574,267
Unassigned	504,277	-	83,334	(923,779)	191,684	(144,484)
Total fund balances/net position	<u>\$ 2,134,268</u>	<u>\$ 6,680,933</u>	<u>\$ 83,334</u>	<u>\$ (923,779)</u>	<u>\$ 191,684</u>	<u>\$ 8,166,440</u>

B. Explanation of Differences Between Governmental Fund Operating Statements and the Statement of Activities

The “net change in fund balances” for governmental funds was a reduction of \$11,260 and differs from the “change in net position” for governmental activities of \$997,577 reported in the statement of activities. The differences arise primarily from the long-term economic focus of the statement of activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decrease by the amount of depreciation expense charges for the year.

Capital outlay	\$ 1,415,979
Depreciation expense	(415,991)
Difference	<u>\$ 999,988</u>

Long-term debt related items

Some expenses reported in the statement of activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Net increase in compensated absences	\$ (15,479)
Net decrease in other post-employment benefits	19,371
Net increase in net pension liability	(392,782)
	<u>\$ (388,890)</u>

Deferred outflows/inflows of resources

Recognition of certain obligations related to prior and subsequent periods are not recognized in governmental funds.

Net increase in deferred outflows	\$ 14,460
Net decrease in deferred inflows	383,128
	<u>\$ 397,588</u>

Lease Related Items

Under SGAS No. 87, *Leases*, lease income is split between interest and reductions in the lease receivable, for governmental activities, and is not solely reported as lease income, as is the case with governmental funds.

Net increase from lease-related items	<u>\$ 151</u>
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TOWN OF HILLIARD, FLORIDA

NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

B. Explanation of Differences Between Governmental Funds Operating Statement and the Statement of Activities

	Total Governmental Funds	Capital Related Items	Deferred Inflows/Outflows	Long-Term Debt/Elimination Transactions	Lease Related Items	Statement of Activities
REVENUES						
Property taxes	\$ 281,710	\$ -	\$ -	\$ -	\$ -	\$ 281,710
Other taxes	109,853	-	-	-	-	109,853
Intergovernmental	2,613,956	-	-	-	-	2,613,956
Licenses and permits	96,405	-	-	-	-	96,405
Franchise fees	197,226	-	-	-	-	197,226
Fines and forfeitures	838	-	-	-	-	838
Charges for service	288,388	-	-	-	-	288,388
Rents and leases	14,699	-	4,641	-	(14,699)	4,641
Other fees and miscellaneous	17,386	-	-	-	-	17,386
Total revenues	3,620,461	-	4,641	-	(14,699)	3,610,403
EXPENDITURES						
Current expenditures						
General government	608,311	58,675	(266,498)	263,745	-	664,233
Public safety	103,958	28,409	-	-	-	132,367
Transportation	466,061	152,172	(85,937)	85,050	-	617,346
Health services	19,784	7,888	-	-	-	27,672
Culture and recreation	428,915	168,847	(40,512)	40,095	-	597,345
Capital outlay	1,415,979	(1,415,979)	-	-	-	-
Total expenditures	3,043,008	(999,988)	(392,947)	388,890	-	2,038,963
Excess (deficit) of revenues over expenditures	577,453	999,988	397,588	(388,890)	(14,699)	1,571,440
OTHER FINANCING SOURCES (USES)						
Interest income	18,142	-	-	-	14,850	32,992
Interfund transfers in	808,452	-	-	(808,452)	-	-
Interfund transfers out	(1,431,612)	-	-	808,452	-	(623,160)
Total other financing sources (uses)	(605,018)	-	-	-	14,850	(590,168)
Net change in fund balance	(27,565)	999,988	397,588	(388,890)	151	981,272
Fund balance at beginning of year	2,161,833	5,680,945	(314,254)	(534,889)	191,533	7,185,168
Fund balance at end of year	\$ 2,134,268	\$ 6,680,933	\$ 83,334	\$ (923,779)	\$ 191,684	\$ 8,166,440

NOTE 3. LEGAL COMPLIANCE–BUDGETS

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to September 1, the Town Clerk develops a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. Prior to September 30, the budget is legally enacted by the Town Council through passage of an ordinance.
4. Any revision that alters the total expenditures of any fund or transfers budgeted amounts between departments within any fund must be approved by the Town Council.
5. Budgets for all Town funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted, or as amended by the Town Council.

NOTE 4. DEPOSITS AND INVESTMENTS

Deposits. The bank balances of the Town deposits totaling \$656,526 were insured by federal depository insurance or pledged collateral under state law. Other Town funds totaling \$4,080,505 were invested in Local Government Surplus Funds Trust (Florida PRIME) and are included as cash equivalents in the Statement of Net Position due to their short maturities. Funds in the amount of \$600 remained uninvested for use as petty cash in the Town's daily operations.

Investments. The Town's investment in Florida PRIME is administered by the Florida State Board of Administration (SBA). Florida PRIME is an external investment pool that is not a registrant with the SEC; however, the SBA has adopted operating procedures consistent with the requirements for a SEC Rule 2a-7 fund. Florida PRIME is governed by Chapter 19-7 of the Florida Administrative Code, which identifies the Rules of the SBA. These rules provide guidance and establish the general operating procedures for the administration of Florida PRIME. Additionally, the State of Florida, Office of the Auditor General performs the operational audit of the activities and investments of the SBA. Throughout the year and as of September 30, 2022, Florida PRIME contained certain floating rate and adjustable-rate securities that were indexed based on the prime rate and/or one- and three-month LIBOR. These floating rate and adjustable-rate securities are used to hedge against interest risk and provide diversification to the portfolio. Exposure to a single issuer is limited to 5% of the portfolio's amortized cost. Investments in Florida PRIME are not evidenced by securities that exist in physical or book entry form. The current rating for the Florida PRIME is AAAm by Standard and Poors. The weighted average of days to maturity of the Florida PRIME at September 30, 2022 is 21 days. The fair value of the Town's position in the pool approximates the value of the pool shares. At September 30, 2022, the Town had \$4,080,505 invested in Florida PRIME. Florida PRIME's most recent financial statements can be found at https://prime.sbafla.com/media/l3gn4xpc/20221202_primefinancialauditfy2022-002.pdf

Credit Risk. Investments in the Florida State Board of Administration Pools (SBA) consist of the Local Government Surplus Funds Trust (Florida PRIME). The Florida PRIME is rated by Standard and Poors. The current rating is AAAM. The Investment Manager of the Florida PRIME manages credit risk by purchasing only high quality securities, performing a credit analysis to develop a database of issuers and securities that meet the Investment Manager's minimum standard and by regularly reviewing the portfolio's securities financial data, issuer news and developments, and ratings of the nationally recognized statistical rating organizations.

Interest Rate Risk. The weighted average days to maturity (WAM) of the Florida PRIME at September 30, 2022 was 21 days. The next interest rate reset dates for floating rate securities are used in the calculation of the WAM.

Fair Value Measurements

In February 2015, GASB issued GASB Statement No. 72. GASB 72 applicability related to the application of fair value is limited to assets and liabilities that are currently measured at fair value and certain investments that are not currently measured at fair value.

Florida PRIME currently meets all of the necessary criteria to elect to measure all of the investments in Florida PRIME at amortized cost. Therefore, the participant account balance is considered the fair value of the investment. Florida PRIME investment is exempt from the GASB 72 fair value hierarchy disclosures.

As of September 30, 2022, the Town's investment in the Florida PRIME investment pool is rated AAAM by Standard & Poors.

Investment Objectives

The primary investment objectives for Florida PRIME, in priority order, are safety, liquidity, and competitive returns with minimization of risks. Investment performance of Florida PRIME will be evaluated on a monthly basis against the Standard & Poors U.S. AAA & AA Rated GIP All 30 Day Net Yield Index. While there is no assurance that Florida PRIME will achieve its investment objectives, it endeavors to do so by following the investment strategies described in its policies.

Interest Rate Risk

The dollar weighted average days to maturity (WAM) of Florida PRIME at September 30, 2022, is 21 days. Next interest rate reset dates for floating rate securities are used in the calculation of the WAM. The weighted average life (WAL) of Florida PRIME at September 30, 2022, is 72 days.

Foreign Currency Risk

Florida PRIME was not exposed to any foreign currency risk during the period from October 1, 2021 through September 30, 2022.

Securities Lending

Florida PRIME did not participate in a securities lending program in the period October 1, 2021 through September 30, 2022.

Fair Value Hierarchy

Florida PRIME currently meets all of the necessary criteria to elect to measure all of the investments in Florida PRIME at amortized cost; therefore, participant account balances should be also reported at amortized cost.

NOTE 5. PROPERTY TAX REVENUES

All real and tangible personal property taxes are due and payable on November 1 of each year or as soon thereafter as the assessment roll is certified by the County Property Appraiser. The County Tax Collector mails to each property owner on the assessment roll a notice of taxes levied by the Town and other governmental entities in the County. Taxes may be paid upon receipt of such notice with discounts at the rate of four percent (4%) if paid in the month of November, three percent (3%) if paid in the month of December, two percent (2%) if paid in the month of January, and one percent (1%) if paid in the month of February. Taxes paid during the month of March are without discount. All unpaid taxes on real and tangible personal property become delinquent taxes, and are collected through applicable tax certificate sales, tax deed sales, and tangible personal property seizure and sales as provided for by the laws of Florida. Due to those collection procedures, no material amounts of delinquent taxes were due the Town at year end. Collections of Town taxes and remittances are accounted for in the County Tax Collector's office.

NOTE 6. CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2022, was as follows:

	Beginning Balance	Reclassifications	Additions	Deletions	Ending Balance
Governmental activities:					
Non-depreciable capital assets					
Land	\$ 851,390	\$ -	\$ -	\$ -	\$ 851,390
Construction in progress	444,311	(1,008,958)	1,260,835	-	696,188
Total non-depreciable capital assets	1,295,701	(1,008,958)	1,260,835	-	1,547,578
Depreciable capital assets:					
Buildings	3,951,475	645,849	91,551	-	4,688,875
Infrastructure	3,163,087	99,285	29,426	-	3,291,798
Machinery and equipment	1,849,751	263,824	34,167	-	2,147,742
Other depreciable assets	267,959	-	-	-	267,959
Total depreciable capital assets	9,232,272	1,008,958	155,144	-	10,396,374
Less accumulated depreciation					
Buildings	(2,386,276)	-	(138,419)	-	(2,524,695)
Infrastructure	(1,168,479)	-	(170,104)	-	(1,338,583)
Machinery and equipment	(1,163,821)	-	(83,086)	-	(1,246,907)
Other depreciable assets	(128,452)	-	(24,382)	-	(152,834)
Total accumulated depreciation	(4,847,028)	-	(415,991)	-	(5,263,019)
Total depreciable capital assets, net	4,385,244	1,008,958	(260,847)	-	5,133,355
Governmental activities capital assets, net	\$ 5,680,945	\$ -	\$ 999,988	\$ -	\$ 6,680,933
Business-type activities:					
Non-depreciable capital assets					
Construction in progress	\$ 324,789	\$ (935,065)	\$ 610,276	\$ -	\$ -
Total Non-depreciable capital assets	324,789	(935,065)	610,276	-	-
Depreciable capital assets:					
Buildings and improvements	15,435,478	935,065	804,114	-	17,174,657
Machinery and equipment	653,518	-	9,475	-	662,993
Total depreciable capital assets	16,088,996	935,065	813,589	-	17,837,650
Less accumulated depreciation					
Buildings and improvements	(7,349,377)	-	(467,668)	-	(7,817,045)
Machinery and equipment	(385,260)	-	(34,119)	-	(419,379)
Total accumulated depreciation	(7,734,637)	-	(501,787)	-	(8,236,424)
Business-type activities capital assets, net	\$ 8,679,148	\$ -	\$ 922,078	\$ -	\$ 9,601,226

Depreciation expense was charged to functions/programs of the Town as follows:

Governmental activities:	
General Government	\$ 58,675
Public Safety	28,409
Transportation	152,172
Health services	7,888
Parks and recreation	168,847
Total depreciation expense - governmental entities	<u>\$ 415,991</u>
Business-type activities:	
Water and sewer utility	<u>\$ 501,787</u>

NOTE 7. INTERFUND TRANSFERS

Interfund transfers for the year ended September 30, 2022, consisted of the following:

Fund	Transfers in	Transfers out
General	\$ 808,452	\$ 663,282
Discretionary Sales Tax	-	768,330
Water and Sewer	623,160	-
	<u>\$ 1,431,612</u>	<u>\$ 1,431,612</u>

Transfers were used for grant matching fund reimbursements and capital projects.

NOTE 8. RECEIVABLE AND PAYABLE BALANCES

Accounts Receivable and Amounts Due From Other Governmental Units

Accounts receivable and amounts due from other governmental units at September 30, 2022, were as follows:

	Accounts	Due from Others/ Governmental Units	Total Receivables
Governmental activities:	\$ 28,430	\$ 541,168	\$ 569,598
Business-type activities:	12,500	104,727	117,227
	<u>\$ 40,930</u>	<u>\$ 645,895</u>	<u>\$ 686,825</u>

Based upon collection history, the Town has included a reserve for doubtful accounts for its Enterprise Fund accounts receivable of \$31,361 .

Payables

Payables at September 30, 2022, were as follows:

	Vendors
Governmental activities:	143,462
Business-type activities:	553,541
	<u>\$ 697,003</u>

NOTE 9. LEASES

Governmental Funds – The Town is engaged in a long-term agreement whereby it leases land to a mobile network provider for a cellular tower. The original agreement was entered into in 2007 and expires in 2042. Rent, which increases by 3% each year, is paid on a monthly basis and is recorded in the governmental fund financial statements. As a result of the implementation of SGAS No. 87, *Leases*, the Town records a lease receivable and an offsetting deferred inflow of resources at the onset of the lease on the government-wide financial statements. Lease receipts are partially recognized as interest revenue with the remaining balance reducing the lease receivable. The deferred inflow of resources is amortized on a straight-line basis over the projected life of the lease, and lease revenue is recognized as the deferred inflow of resources is amortized. For the year ending September 30, 2022, the Town has reported a lease receivable and deferred inflow of resources related to leases of \$191,684 and \$92,820, respectively, on its government-wide statement of net position.

Proprietary Fund – In 2001, the Town entered into an agreement to lease a portion of its water tower to a mobile network provider for use as a cellular antenna. This lease had an initial term of five years with the option to renew for five additional five-year periods, all of which have been exercised. Annual rent is increased by 15% upon each renewal. As a result of the implementation of SGAS No. 87, *Leases*, the Town reports a lease receivable and an offsetting deferred inflow of resources on its proprietary fund balance sheet. A portion of the Town's receipts from this agreement is reported as interest revenue with the remaining balance reducing the lease receivable. The deferred inflow of resources is amortized on a straight-line basis over the projected life of the lease, and lease revenue is recognized as the deferred inflow of resources is amortized. For the year ending September 30, 2022, the Town has reported a lease receivable and deferred inflow of resources related to leases of \$62,564 and \$22,423, respectively, on its proprietary fund balance sheet.

Interest revenue and lease revenue for the year ending September 30, 2022 is as follows:

	Governmental Funds	Proprietary Fund
Interest Revenue	14,850	6,034
Lease Revenue	4,641	5,606

NOTE 10. LONG-TERM LIABILITIES**Governmental Activities****Summary of changes in governmental activities long-term liabilities**

The following summarizes the changes in the Town's governmental long-term liabilities during the year ended September 30, 2022:

	Balance October 1, 2021	Increases	Decreases	Balance September 30, 2022	Due Within One Year
Compensated absences	\$ 106,249	\$ 41,792	\$ (26,313)	\$ 121,728	\$ 30,432
Other post-employment benefits	129,351	-	(19,371)	109,980	-
Net pension liability	299,289	392,782	-	692,071	-
Total	<u>\$ 534,889</u>	<u>\$ 434,574</u>	<u>\$ (45,684)</u>	<u>\$ 923,779</u>	<u>\$ 30,432</u>

Business-type Activities

A summary of proprietary fund debt as of September 30, 2022, follows:

Water and Sewer Revenue Bonds 1996 – The Town issued Water and Sewer Revenue Bonds, Series 1996 to finance the costs of acquisition, construction of additions, extensions and improvements to the Town's water and sewer system. The bonds are secured by and paid from gross revenues of the Town's water and sewer system. The bonds covenants specify that the Town must fund and maintain a sinking fund by depositing one-twelfth of the yearly principal and interest payments in a sinking fund. The bonds covenants also require that a reserve fund be established by depositing a monthly amount of \$481 in a reserve fund until a balance of \$57,671 is achieved. Funds in the Reserve Account may be used to (1) pay the cost of repairing or replacing any damage to the system which shall be caused by an unforeseen catastrophe, (2) constructing improvements or extensions to the system which shall increase its net revenues and which shall be approved by the consulting engineers, and (3) paying the principal of and interest on the bonds in the event that the moneys in the sinking fund shall ever be insufficient to meet such payments. The bonds bear interest at a rate of 4.5% per annum. Such bonds are payable annually on September 1st of each year through 2038.

In the event of default, the bond holder has the right to take whatever action necessary to collect the amounts due and may, at their option, declare the outstanding principal and accrued interest to be due and payable immediately and may take possession of the water and wastewater system to repair, maintain, operate or rent the facilities as may be necessary to cure the default.

Water and Sewer Revenue Bonds 2010 – The Town issued Water and Sewer Revenue Bonds, Series 2010 to refund the Tax Anticipation Notes, Series 2011, in the amount of \$3,873,000. The Tax Anticipation Notes, Series 2011 were issued for interim financing to acquire and construct additions, extensions and improvements to the Town's water and sewer system. The bonds are secured by and paid from gross revenues of the Town's water and sewer system. The bonds covenants specify that the Town must fund and maintain a sinking fund by depositing one-twelfth of the yearly principal and interest payments in a sinking fund. The bonds covenants also require that a reserve fund be established, not expected to exceed \$247,070, to (1) pay the cost of repairing or replacing any damage to the system which shall be caused by an unforeseen catastrophe, and (2) paying operating expenses and debt service expenditures on the bonds in the event that the moneys in the sinking fund shall ever be insufficient to meet such payments. The bonds bear interest at a rate of 2.75% per annum. Such bonds are payable annually on September 1st of each year through 2051.

In the event of default, the bond holder has the right to take whatever action necessary to collect the amounts due and may, at their option, declare the outstanding principal and accrued interest to be due and payable immediately and may take possession of the water and wastewater system to repair, maintain, operate or rent the facilities as may be necessary to cure the default.

Revenue bonds outstanding at year end are as follows:

Purpose	Interest Rates	Amount
Water and sewer system improvements	4.50%	648,000
Water and sewer system improvements	2.75%	3,363,000
		<u>\$ 4,011,000</u>

Future principal and interest payments for these bonds are as follows:

Fiscal Year Ending September	Principal	Interest	Total
2023	95,000	121,643	216,643
2024	100,000	118,540	218,540
2025	103,000	115,265	218,265
2026	108,000	111,890	219,890
2027	112,000	108,343	220,343
2028-2032	629,000	483,490	1,112,490
2033-2037	759,000	371,625	1,130,625
2038-2042	674,000	251,543	925,543
2043-2047	738,000	157,630	895,630
2048-2051	693,000	48,510	741,510
	<u>\$ 4,011,000</u>	<u>\$ 1,888,479</u>	<u>\$ 5,899,479</u>

A schedule of changes in proprietary fund debt follows:

	Balance October 1, 2021	Increases	Decreases	Balance September 30, 2022	Due Within One Year
Bonds payable	\$ 4,103,000	\$ -	\$ (92,000)	\$ 4,011,000	\$ 95,000
Other post-employment benefits	61,521	5,061	-	66,582	-
Compensated absences	50,749	29,123	(19,072)	60,800	15,200
Net pension liability	147,413	271,741	-	419,154	-
	<u>\$ 4,362,683</u>	<u>\$ 305,925</u>	<u>\$ (111,072)</u>	<u>\$ 4,557,536</u>	<u>\$ 110,200</u>

NOTE 11. COST-SHARING MULTIPLE EMPLOYER DEFINED BENEFIT PENSION PLANS - FLORIDA RETIREMENT SYSTEM PENSION PLAN AND THE RETIREE HEALTH INSURANCE SUBSIDY PROGRAM

Florida Retirement System

General Information - All of the Town's employees participate in the Florida Retirement System (FRS). As provided by Chapters 121 and 112, *Florida Statutes*, the FRS provides two cost sharing, multiple employer defined benefit plans administered by the Florida Department of Management Services, Division of Retirement, including the FRS Pension Plan ("Pension Plan") and the Retiree Health Insurance Subsidy ("HIS Plan"). Under Section 121.4501, *Florida Statutes*, the FRS also provides a defined contribution plan ("Investment Plan") alternative to the FRS Pension Plan, which is administered by the State Board of Administration ("SBA"). As a general rule, membership in the FRS is compulsory for all employees working in a regularly established position for a state agency, county government, district school board, state university, community college, or a participating city or special district within the State of Florida. The FRS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 121, *Florida Statutes*, and Chapter 60S, Florida Administrative Code. Amendments to the law can be made only by an act of the Florida State Legislature.

The State of Florida annually issues a publicly available financial report that includes financial statements and required supplementary information for the FRS. The latest available report may be obtained by writing to the State of Florida Division of Retirement, Department of Management Services, P.O. Box 9000, Tallahassee, Florida 32315-9000, or from the Web site: www.dms.myflorida.com/workforce_operations/retirement/publications.

Pension Plan

Plan Description - The Pension Plan is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program ("DROP") for eligible employees.

Benefits Provided - Benefits under the Pension Plan are computed on the basis of age, average final compensation, and service credit. For Pension Plan members enrolled before July 1, 2011, Regular class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation based on the five highest years of salary, for each year of credited service. Vested members with less than 30 years of service may retire before age 62 and receive reduced retirement benefits. Special Risk Administrative Support class members who retire at or after age 55 with at least six years of credited service or 25 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation based on the five highest years of salary, for each year of credited service. Special Risk class members (sworn law enforcement officers, firefighters, and correctional officers) who retire at or after age 55 with at least six years of credited service, or with 25 years of service regardless of age, are entitled to a retirement benefit payable monthly for life, equal to 3.0% of their final average compensation based on the five highest years of salary for each year of credited service. Senior Management Service class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 2.0% of their final average compensation based on the five highest years of salary for each year of credited service. Elected Officers' class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 3.0% (3.33% for judges and justices) of their final average compensation based on the five highest years of salary for each year of credited service.

For Plan members enrolled on or after July 1, 2011, the vesting requirement is extended to eight years of credited service for all these members and increasing normal retirement to age 65 or 33 years of service regardless of age for Regular, Senior Management Service, and Elected Officers' class members, and to age 60 or 30 years of service regardless of age for Special Risk and Special Risk Administrative Support class members. Also, the final average compensation for all these members will be based on the eight highest years of salary.

As provided in Section 121.101, *Florida Statutes*, if the member is initially enrolled in the Pension Plan before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is three percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of three percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by three percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

In addition to the above benefits, the DROP program allows eligible members to defer receipt of monthly retirement benefit payments while continuing employment with a FRS employer for a period not to exceed 60 months after electing to participate. Deferred monthly benefits are held in the FRS Trust Fund and accrue interest. There are no required contributions by DROP participants

Contributions – Effective July 1, 2011, all enrolled members of the FRS, other than DROP participants, are required to contribute three percent of their salary to the FRS. In addition to member contributions, governmental employers are required to make contributions to the FRS based on state-wide contribution rates established by the Florida Legislature. These rates are updated as of July 1 of each year. The employer contribution rates by job class for the periods from October 1, 2021 through June 30, 2022 and from July 1, 2022 through September 30, 2022, respectively, were as follows: Regular—10.82% and 11.91%; Special Risk Administrative Support—37.76% and 38.65%; Special Risk—25.89% and 27.83%; Senior Management Service—29.01% and 31.57%; Elected Officers’—40.91% and 43.77%; and DROP participants—18.34% and 18.60%. These employer contribution rates include 1.66% and 1.66% HIS Plan subsidy for the periods October 1, 2021 through June 30, 2022 and from July 1, 2022 through September 30, 2022, respectively.

The Town’s contributions, including employee contributions, to the Pension Plan totaled \$109,562 for the fiscal year ended September 30, 2022.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2022, the Town reported a liability of \$864,038 for its proportionate share of the Pension Plan’s net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022. The Town’s proportionate share of the net pension liability was based on the Town’s 2021-2022 fiscal year contributions relative to the 2020-2021 fiscal year contributions of all participating members. At June 30, 2022, the Town’s proportionate share was 0.0023221788 percent, which was an increase of 1.60 percent from its proportionate share measured as of June 30, 2022.

For the fiscal year ended September 30, 2022, the Town recognized a reduction in pension expense of \$3,488,852. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 41,037	\$ -
Changes in assumptions	106,410	-
Net difference between projected and actual earnings on Pension Plan investments	57,052	-
Changes in proportion and differences between Town Pension Plan contributions and proportionate share of contributions	40,965	824
Town Pension Plan contributions subsequent to the measurement date	29,272	-
Total	<u>\$ 274,736</u>	<u>\$ 824</u>

The deferred outflows of resources related to the Pension Plan, totaling \$29,272 resulting from Town contributions to the Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the Pension Plan will be recognized in pension expense as follows:

Fiscal Year Ending September 30	Amount
2023	\$ 59,162
2024	22,325
2025	(19,979)
2026	173,837
2027	9,295
Thereafter	-
	<u>\$ 244,640</u>

Actuarial Assumptions – The total pension liability in the July 1, 2022 actuarial valuation was determined using the following actuarial assumption, applied to all period included in the measurement:

Inflation	2.40%
Salary increases	3.25%, average, including inflation
Investment rate of return	6.70%, net of pension plan investment expense, including inflation
Discount rate	6.70%

Mortality rates were based on the PUB-2010 base table, generationally mortality using the gender specific MP 2018 mortality improvement projection scale.

The actuarial assumptions used in the July 1, 2022, valuation were based on the results of an actuarial experience study for the period July 1, 2013 through June 30, 2018.

The long-term expected rate of return on Pension Plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation (1)	Annual Arithmetic Return	Compound Annual (Geometric) Return	Standard Deviation
Cash	1.00%	2.60%	2.60%	1.10%
Fixed Income	19.80%	4.40%	4.40%	3.20%
Global Equity	54.00%	8.80%	7.30%	17.80%
Real Estate	10.30%	7.40%	6.30%	15.70%
Private Equity	11.10%	12.00%	8.90%	26.30%
Strategic Investments	3.80%	6.20%	5.90%	7.80%
Total	<u>100.00%</u>			
Assumed Inflation - Mean			2.40%	1.30%

(1) As outlined in the Pension Plan's investment policy

Discount Rate - The discount rate used to measure the total pension liability was 6.70%. The Pension Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculation the total pension liability is equal to the long-term expected rate of return.

Sensitivity of the Town's Proportionate Share of the Net Position Liability to Changes in the Discount Rate - The following represents the Town's proportionate share of the net pension liability calculated using the discount rate of 6.70%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (5.70%) or one percentage point higher (7.70%) than the current rate:

	1% Decrease 5.70%	Current Discount Rate 6.70%	1% Increase 7.70%
Town's proportionate share of the net pension liability	\$ 1,494,293	\$ 864,038	\$ 337,068

Pension Plan Fiduciary Net Position - Detailed information regarding the Pension Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan - The Town had no payable for outstanding contributions to the Pension Plan required for the fiscal year ended September 30, 2022.

HIS Plan

Plan Description - The HIS Plan is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, *Florida Statutes*, and may be amended by the Florida legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided - For the fiscal year ended September 30, 2022, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month. To be eligible to receive these benefits, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions - The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2022, the HIS contribution for the period October 1, 2021 through June 30, 2022 and from July 1, 2022 through September 30, 2022 was 1.66% and 1.66%, respectively. The Town contributed 100% of its statutorily required contributions for the current and preceding three years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or cancelled.

The Town's contributions including employee contributions to the HIS Plan totaled \$15,614 for the fiscal year ended September 30, 2022.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2022, the Town reported a liability of for its proportionate share of the HIS Plan's net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2021. The Town's proportionate share of the net pension liability was based on the Town's 2021-2022 fiscal year contributions relative to the 2020-2021 fiscal year contributions of all participating members. At June 30, 2022, the Town's proportionate share was .0023338022 percent, which was an increase of 4.46 percent from its proportionate share measured as of June 30, 2021.

For the fiscal year ended September 30, 2022, the Town recognized pension expense of \$253,442. In addition, the Town reported deferred outflows of resources and deferred in flows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 7,503	\$ 1,088
Changes in assumptions	14,169	38,240
Net difference between projected and actual earnings on HIS Plan investments	358	-
Changes in proportion and differences between Town HIS Plan contributions and proportionate share of contributions	26,062	558
Town HIS Plan contributions subsequent to the measurement date	3,878	-
Total	<u>\$ 51,970</u>	<u>\$ 39,886</u>

The deferred outflows of resources related to the HIS Plan, totaling \$3,878 resulting from Town contributions to the HIS Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the HIS Plan will be recognized in pension expense as follows:

Fiscal Year Ending September 30	Amount
2023	\$ (17,647)
2024	(9,516)
2025	(4,351)
2026	20,942
2027	15,663
Thereafter	3,115
	<u>\$ 8,206</u>

Actuarial Assumptions – The total pension liability in the July 1, 2022, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40%
Salary increases	3.25%, average, including inflation
Municipal bond rate	3.54%

Mortality rates were based on the Generational RP-2000 with Projection Scale BB tables.

The actuarial assumptions used in the July 1, 2022, valuation were based on the results of an actuarial experience study for the period July 1, 2013 through June 30, 2018.

Discount Rate - The discount rate used to measure the total pension liability was 3.54%. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

Sensitivity of the Town's Proportionate Share of the Net Position Liability to Changes in the Discount Rate - The following represents the Town's proportionate share of the net pension liability calculated using the discount rate of 3.54%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (2.54%) or one percentage point higher (4.54%) than the current rate:

	1% Decrease 2.54%	Current Discount Rate 3.54%	1% Increase 4.54%
Town's proportionate share of the net pension liability	\$ 282,802	\$ 247,187	\$ 217,716

Pension Plan Fiduciary Net Position - Detailed information regarding the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan - The Town had no payable for outstanding contributions to the HIS Plan required for the fiscal year ended September 30, 2022.

Investment Plan

The SBA administers the defined contribution plan officially titled the FRS Investment Plan. The investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, *Florida Statutes*, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. Town employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected Town Officers, etc.), as the Pension Plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members. Allocations to the investment member's accounts during the 2018-19 fiscal year, as established by Section 121.72, *Florida Statutes*, are based on a percentage of gross compensation, by class, as follows: Regular class 6.30%, Special Risk Administrative Support class 7.95%, Special Risk class 14.00%, Senior Management Service class 7.67% and Town Elected Officers class 11.34%. Each of these member classes pays 3.00% of the contribution.

For all membership classes, employees are immediately vested in their own contributions and are vested after one year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the Pension Plan is transferred to the Investment Plan, the member must have the years of service required for Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to five years. If the employee returns to FRS-covered employment within the five-year period, the employee will regain control over their account. If the employee does not return within the five-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended September 30, 2022, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Town.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided; the member may either transfer the account balance to the Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The Town did not have any participants in the Investment Plan for the fiscal year ended September 30, 2022.

NOTE 12. OTHER POSTEMPLOYMENT BENEFITS (OPEB)**Plan Description**

The Town has previously established and maintains an employee group health insurance plan (the Plan) that it makes available to eligible retirees in accordance with the State of Florida law and City ordinance. The Plan is a single employer, experience rated insurance plan that provides medical, dental and vision benefits to eligible retirees and their eligible dependents. The postretirement benefit portion of the Plan refers to the medical, dental and vision benefits applicable to current and future retirees and their eligible dependents. The Plan does not issue a stand-alone report and is not included in the report of a Public Employee Retirement System or another entity.

Membership of each plan consisted of the following:

Date of Actuarial Valuation:	<u>9/30/2022</u>
Retirees and Beneficiaries Receiving Benefits	-
Active Plan Members	<u>9</u>
Total	<u><u>9</u></u>

Funding Policy

In prior years, the Town has followed a pay-as-you-go funding policy, contributing only those amounts necessary to provide for its portion of current year benefit cost and expenses. The contribution requirements of plan members, if any, are established by the Town. Eligible retirees pay the full cost of blended rate premiums associated with the medical plan elected; no direct Town subsidy is currently applicable. However, there are implicit costs of the medical plan for retirees, as their claims experience is higher than the blended rate premiums. State of Florida Law prohibits the Town from separately rating retirees and active employees specifically for medical plan benefits. The Town, therefore, assigns eligible active employees and eligible retirees equal, blended-rate premiums and makes available to both groups the same plan options. Although both groups are assigned the same blended rate premiums, generally accepted auditing principles (GAAP) requires the actuarial liabilities presented below to be calculated using age-adjusted premiums approximating claim costs for eligible retirees separate from active eligible members. The use of age-adjusted premiums results in the full expected retiree obligation recognized in this disclosure.

Due to the fact that no retirees participated in the plan during the year, management determined that its OPEB obligation at year end would be of a de minimis amount. Management will monitor this situation in the future and take appropriate steps to properly comply with GASB Statement 75.

Basis of Accounting

The OPEB is recorded in the government-wide financial statements, and the enterprise fund only on the accrual basis of accounting.

Annual OPEB Costs and Net OPEB Obligation

The Annual OPEB Cost is the amount that was expensed for the fiscal year. For the year ended September 30, 2022, the Town recognized an OPEB expense of \$11,958. Since the Town's OPEB plan is currently unfunded, the offset to that expense comes from subsidies paid on behalf of the current retirees and their dependents for the current year. This offset is called the Employer Contribution, and equals the total age-adjusted premiums paid by the Town for coverage for the retirees and their dependents for the year (net of the retiree's own payments for the year). The cumulative difference between the Annual OPEB Cost for the year and the Employer Contribution for the year is called the Net OPEB Obligation. The Net OPEB Obligation is reflected as a liability in the statement of net position.

Total OPEB Liability – The Town's total OPEB liability as of September 30, 2022 was determined by an actuarial valuation as of October 1, 2021 using September 30, 2022 as the measurement date. The actuarial assumptions used in the October 1, 2020 valuation were as follows:

Inflation	Same as healthcare cost trend rate
Salary Increases	3.00%
Discount Rate	4.77%
Initial Trend Rate	8.00% for 2020
Ultimate Trend Rate	5.00%
Year to Ultimate Trend Rate	7

Mortality rates were based on the RP-2014 mortality table with the MP 2016 mortality improvement scale

The discount rate used to discount all future benefit payments is 4.77% per annum and is based on the return of the S&P Municipal Bond 20-year High Grade Index as of the measurement date.

Changes in the Total OPEB Liability:

	Total OPEB Liability
Reporting period ending September 30, 2019	\$ 190,872
Changes for the year:	
Service Cost	8,784
Interest	4,638
Difference between expected and actual experience	(1,587)
Changes in assumptions	(26,145)
Net changes	(14,310)
Reporting period ending September 30, 2020	\$ 176,562

Sensitivity of the total OPEB liability to changes in the discount rate – The following table presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.77%) or 1-percentage-point higher (5.77%) than the current discount rate.

	1% Decrease 3.77%	Current Discount Rate 4.77%	1% Increase 5.77%
Total other postemployment benefits liability	<u>\$ 187,562</u>	<u>\$ 176,562</u>	<u>\$ 166,223</u>

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates – The following table presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using a healthcare cost trend rates that are 1-percentage-point lower (4.00% to 7.00%) or 1-percentage-point higher (6.00% to 9.00%) than the current healthcare cost trend rates:

	1% Decrease (4.00% to 7.00%)	Current Discount Rate (5.00% to 8.00%)	1% Increase (6.00% to 9.00%)
Total other postemployment benefits liability	<u>\$ 164,002</u>	<u>\$ 176,562</u>	<u>\$ 190,692</u>

OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2022, the Town reported an amount of \$176,562 for its OPEB liability.

For the fiscal year ended September 30, 2022, the Town recognized OPEB expense of \$11,958. In addition the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 39,560	\$ 31,167
Changes in assumptions	15,854	27,398
Net difference between projected and actual earnings on OPEB Plan investments	-	-
Total	<u>\$ 55,414</u>	<u>\$ 58,565</u>

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the OPEB Plan will be recognized in OPEB expense as follows:

Fiscal Year Ending September 30	Amount
2023	\$ (1,464)
2024	(1,464)
2025	(1,464)
2026	(1,464)
2027	(1,468)
Thereafter	2,703
	<u>\$ (4,621)</u>

NOTE 13. RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. Insurance against losses are provided for the following types of risk:

- Workers' Compensation and Employer's Liability
- General and Automobile Liability
- Real and Personal Property Damage
- Public Officials' Liability
- Employee Dishonesty Bond

NOTE 14. CONTINGENT LIABILITIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the State and Federal governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

In March 2020, the World Health Organization declared the global novel coronavirus disease (COVID-19) outbreak a pandemic. As of the date the financial statements were available to be issued, the Town's operations have not been significantly impacted by the COVID-19 outbreak. However, the Town cannot reasonably estimate at this time the specific extent, duration, or full impact that the COVID-19 pandemic will have on its financial condition, collections and operations.

NOTE 15. SUBSEQUENT EVENT

The Town of Hilliard has evaluated events and transactions for potential recognition or disclosure in the financial statements through May 12, 2023, the date which the financial statements were available to be issued. No subsequent events have been recognized or disclosed.

REQUIRED SUPPLEMENTARY INFORMATION

TOWN OF HILLIARD, FLORIDA
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL

For the Fiscal Year Ended September 30, 2022

	Budgeted Original	Budgeted Final	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES				
Property taxes	\$ 290,874	\$ 281,710	\$ 281,710	\$ -
Other taxes	104,500	109,853	109,853	-
Intergovernmental	2,437,179	1,812,445	1,812,445	-
Licenses and permits	84,500	96,539	96,405	(134)
Franchise fees	200,000	197,226	197,226	-
Fines and forfeitures	7,000	839	838	-
Charges for service	207,070	288,641	288,388	(253)
Rents and leases	14,260	14,699	14,699	-
Other fees and miscellaneous	41,500	17,386	17,386	-
Total revenues	3,386,883	2,819,338	2,818,950	(388)
EXPENDITURES				
Current				
General government				
Legislative	62,038	58,459	58,459	-
Executive	127,659	129,278	129,278	-
Finance and administration	369,127	344,548	344,548	-
Comprehensive planning	55,000	76,026	76,026	-
Other general government	-	-	-	-
Public safety	114,691	103,958	103,958	-
Transportation	477,199	466,061	466,061	-
Health Services	28,000	19,784	19,784	-
Culture and recreation	374,986	431,636	428,915	2,721
Capital outlay	2,437,855	1,415,979	1,415,979	-
Total expenditures	4,046,555	3,045,729	3,043,008	2,721
Excess (deficit) of revenues over expenditures	(659,672)	(226,391)	(224,058)	2,333
OTHER FINANCING SOURCES (USES)				
Interfund transfers in	1,181,796	808,452	808,452	-
Interfund transfers out	(725,496)	(663,282)	(663,282)	-
Interest income	2,100	13,613	13,613	-
Total other financing sources (uses)	458,400	158,783	158,783	-
Net change in fund balance	(201,272)	(67,608)	(65,275)	2,333
Fund balance at beginning of year	635,002	635,002	635,002	126,057
Fund balance at end of year	\$ 433,730	\$ 567,394	\$ 569,727	\$ 2,333

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
SPECIAL REVENUE
LOCAL OPTION GAS TAX FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
For the Fiscal Year Ended September 30, 2022

	Budgeted Original	Budgeted Final	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES				
Intergovernmental	\$ 186,087	\$ 212,891	\$ 212,891	\$ -
Total revenues	<u>186,087</u>	<u>212,891</u>	<u>212,891</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	186,087	212,891	212,891	-
Fund balance at beginning of year	<u>555,750</u>	<u>555,750</u>	<u>555,750</u>	<u>-</u>
Fund balance at end of year	<u>\$ 741,837</u>	<u>\$ 768,641</u>	<u>\$ 768,641</u>	<u>\$ -</u>

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
SPECIAL REVENUE FUND
DISCRETIONARY SALES TAX FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
For the Fiscal Year Ended September 30, 2022

	Budgeted Original	Budgeted Final	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES				
Intergovernmental	\$ 466,606	\$ 588,620	\$ 588,620	\$ -
Total revenues	<u>466,606</u>	<u>588,620</u>	<u>588,620</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of revenues over expenditures	466,606	588,620	588,620	-
OTHER FINANCING SOURCES (USES)				
Interest income	1,000	4,529	4,529	-
Interfund transfers in	-	-	-	-
Interfund transfers out	<u>(1,259,831)</u>	<u>(768,330)</u>	<u>(768,330)</u>	<u>-</u>
Total other financing sources (uses)	<u>(1,258,831)</u>	<u>(763,801)</u>	<u>(763,801)</u>	<u>-</u>
Net change in fund balance	(792,225)	(175,181)	(175,181)	-
Fund balance at beginning of year	<u>971,081</u>	<u>971,081</u>	<u>971,081</u>	<u>-</u>
Fund balance at end of year	<u>\$ 178,856</u>	<u>\$ 795,900</u>	<u>\$ 795,900</u>	<u>\$ -</u>

See notes to the financial statements.

TOWN OF HILLIARD, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
For the Fiscal Year Ended September 30, 2022

I. Stewardship, Compliance, and Accountability

A. Budgetary information. The Town, in establishing its budgetary data reflected in the financial statements follows the procedures set out in Chapters 166 and 200, *Florida Statutes*. The Town prepares a tentative budget, which is used by the Town at a public workshop to prepare the budgets for the coming year. Public hearings are conducted to obtain taxpayer comments. Subsequently, these budgets are legally adopted through the passage of a resolution at an advertised public session. Such actions are recorded in the town's minutes.

The budget is adopted on the modified accrual basis of accounting, which is consistent with accounting principles generally accepted in the United States of America (GAAP). The only exception to the GAAP basis is the Enterprise Fund, where depreciation is not budgeted for capital assets, while capital outlay expenditures are budgeted and are reclassified into fixed assets. These are then eliminated from the results of operations for financial reporting purposes in the Enterprise Fund. Estimated beginning fund balances are considered in the budgetary process, but are not included in the financial statements as budgeted revenues.

The annual budget serves as the legal authorization for expenditures. All budget amendments, which change the legally adopted total appropriation for a fund, are approved by the Town Council.

If during the fiscal year, additional revenue becomes available for appropriations in excess of those estimated in the budget, the Town Council, by resolution, may make supplemental appropriations for the year up to the amount of such excess.

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to September 1, the Town Clerk submits to the Town Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted in August and September to obtain taxpayer comments.
3. Prior to November 1, the budget is legally enacted through passage of an ordinance.
4. The legal level of budgetary control is the department level; however, the Town Council may, by formal motion, transfer appropriations between departments and may use surplus revenues not appropriated in the budget for any municipal purpose.
5. Budgets are prepared in accordance with accounting principles generally accepted in the United States of America for governmental fund types.

TOWN OF HILLIARD, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
OTHER POST-EMPLOYMENT BENEFIT PLAN
SEPTEMBER 30, 2022

The Town obtains an actuarial report every year. The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the dates indicated. Additional information as of the actuarial valuation follows:

Valuation date	October 1, 2021
Actuarial cost method	Entry Age Normal
Asset valuation method	Market value
Actuarial assumptions:	
Investment rate of return	4.77%
Projected salary increases	3.00%
Cost-of-living adjustments	None
Healthcare inflation rates	8.00%

As of October 1, 2022, the most recent actuarial valuation date, the Plan was unfunded. The actuarial accrued liability for benefits was \$176,562, and the actuarial value of assets was \$-0-.

The following Schedule of Funding Progress presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

SCHEDULE OF FUNDING PROGRESS

Actuarial Valuation Date	Actuarial Value of Assets (a)	Accrued Liability (AAL) EAN (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a% of Covered Payroll ((b-1)/c)
10/01/2011	\$ -	\$ 100,000	\$ 100,000	0.0%	\$ 490,000	20.4%
10/01/2014	-	130,000	130,000	0.0%	560,000	23.2%
10/01/2017	-	119,744	119,744	0.0%	653,981	18.3%
10/01/2018	-	125,215	125,215	0.0%	732,477	17.1%
10/01/2019	-	148,211	148,211	0.0%	762,479	19.4%
10/01/2020	-	146,545	146,545	0.0%	893,088	16.4%
10/01/2021	-	190,872	190,872	0.0%	896,968	21.3%
10/01/2022	-	176,562	176,562	0.0%	Not Available	Not Available

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Fiscal Year Ending	Annual OPEB Cost	Deferred Inflows/Outflows	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
9/30/2013	\$ 20,000	\$ -	0%	\$ 20,000
9/30/2014	20,000	-	0%	40,000
9/30/2015	20,000	-	0%	60,000
9/30/2015	20,000	-	0%	80,000
9/30/2016	20,000	-	0%	100,000
9/30/2017	20,000	-	0%	120,000
9/30/2018	10,637	(5,422)	0%	125,215
9/30/2019	12,192	5,382	0%	148,211
9/30/2020	12,687	(8,971)	0%	146,545
9/30/2021	12,239	23,117	0%	190,872
9/30/2022	11,958	(13,151)	0%	176,562

TOWN OF HILLIARD, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE PROPORTIONATE SHARE OF NET PENSION LIABILITY
FLORIDA RETIREMENT SYSTEM AND HEALTH INSURANCE SUBSIDY PROGRAM
LAST 10 FISCAL YEARS*

	2022	2021	2020	2019	2018	2017	2016	2015	2014
Town's proportion of the FRS net pension liability (asset)	0.002322179%	0.002285661%	0.002176129%	0.002149189%	0.002094049%	0.002017062%	0.002102171%	0.002091187%	0.002133527%
Town's proportionate share of the FRS net pension liability (asset)	\$ 864,038	\$ 172,656	\$ 943,166	\$ 740,151	\$ 630,739	\$ 596,633	\$ 530,800	\$ 275,574	\$ 127,593
Town's proportion of the HIS net pension liability (asset)	0.002333802%	0.002234101%	0.002139214%	0.002084895%	0.001990617%	0.001942035%	0.001970390%	0.002005955%	0.002140285%
Town's proportionate share of the HIS net pension liability (asset)	247,187	274,046	261,194	233,279	210,689	207,651	229,641	204,576	200,122
Town's proportionate share of the total net pension liability (asset)	<u>\$ 1,111,225</u>	<u>\$ 446,702</u>	<u>\$ 1,204,359</u>	<u>\$ 973,430</u>	<u>\$ 841,428</u>	<u>\$ 804,284</u>	<u>\$ 760,441</u>	<u>\$ 480,150</u>	<u>\$ 327,715</u>
Town's covered-employee payroll	\$ 873,868	\$ 797,577	\$ 762,548	\$ 704,569	\$ 721,827	\$ 633,480	\$ 605,259	\$ 609,954	\$ 614,541
Town's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	127.16%	56.01%	157.94%	138.16%	116.57%	126.96%	125.64%	78.72%	53.33%
Plan fiduciary net position as a percentage of the total pension liability	79.09%	91.09%	74.46%	78.22%	79.86%	79.30%	79.36%	86.53%	90.67%

Note 1) The amounts presented for each year were determined as of the June 30 year end of the Florida Retirement System

*GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, only those years for which information is available is presented.

TOWN OF HILLIARD, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CONTRIBUTIONS
FLORIDA RETIREMENT SYSTEM AND HEALTH INSURANCE SUBSIDY PROGRAM
LAST 10 FISCAL YEARS*

	2022	2021	2020	2019	2018	2017	2016	2015	2014
Contractually required FRS contribution	\$ 132,274	\$ 93,683	\$ 80,140	\$ 71,541	\$ 80,142	\$ 73,631	\$ 68,901	\$ 70,234	\$ 65,999
Contractually required HIS contribution	18,850	14,129	13,663	12,428	82,160	14,412	13,575	10,495	9,862
Total Contractually Required Contributions	<u>151,124</u>	<u>107,812</u>	<u>93,803</u>	<u>83,969</u>	<u>162,302</u>	<u>88,043</u>	<u>82,476</u>	<u>80,729</u>	<u>75,861</u>
Contribution in relation to the contractually required contribution	(151,124)	(107,812)	(93,803)	(83,969)	(94,638)	(88,043)	(82,476)	(80,729)	(75,861)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 67,664</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered-employee payroll	\$ 873,868	\$ 797,577	\$ 762,548	\$ 704,569	\$ 721,827	\$ 633,480	\$ 605,259	\$ 609,954	\$ 614,541
Contributions as a percentage of covered-employee payroll	17.29%	13.52%	12.30%	11.92%	13.11%	13.90%	13.63%	13.24%	12.34%

*GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, only those years for which information is available is presented.

TOWN OF HILLIARD, FLORIDA
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND
REQUIRED CONTRIBUTIONS
FLORIDA RETIREMENT SYSTEM AND HEALTH INSURANCE SUBSIDY PROGRAM
For the Fiscal Year End September 30, 2022

Net Pension Liability

The components of the collective net pension liability of the participating employers for each defined benefit plan for the measurement date of September 30, 2022, are shown below (in thousands):

	FRS	HIS
Total pension liability	\$217,434,441,000	\$ 11,126,965,688
Plan fiduciary net position	(180,226,404,807)	(535,368,479)
	\$ 37,208,036,193	\$ 10,591,597,209
Plan fiduciary net position as a percentage of the total pension liability	82.89%	4.81%

The total pension liability for each plan was determined by the plans' actuary and reported in the plans' valuations dated July 1, 2022. The fiduciary net position used by the actuary to determine the net pension liability (as shown above) was determined on the same basis used by the plan. The fiduciary net position is reported in the financial statements and the net pension liability is disclosed in the notes to the financial statements. Update procedures were not used.

The HIS actuarial valuation was prepared as of July 1, 2022. The fiduciary net position used by the actuary to determine the net pension liability (as shown above) was determined on the same basis used by the Plan. The fiduciary net position is reported in the financial statements and the net pension liability is disclosed in the notes to the financial statements.

Basis for Allocation

The employer's proportionate share reported in the pension allocation schedules was calculated using accrued retirement contributions related to the reporting periods included in the System's fiscal years ending June 30, 2014 through 2022, respectively, for employers that were members of the FRS and HIS during those fiscal years. For fiscal year 2022, in addition to contributions from employers the required accrued contributions for the Division (paid on behalf of the Division's employees who administer the Plans) were allocated to each employer on a proportionate basis. The Division administers the Plans, and therefore, cannot allocate a portion of the liability to itself. Although GASB 68 encourages the use of the employers' projected long-term contribution effort to the retirement plan, allocating on the basis of historical employer contributions is acceptable. The aggregate employer contribution amounts for each fiscal year agree to the employer contribution amounts reported in the system's ACFR for that fiscal year.

The proportion calculated based on contributions for each of the fiscal years presented in the pension allocation schedules was applied to the net pension liability and other pension amounts applicable for that fiscal year to determine each employer's proportionate share of the liability, deferred outflows of resources, deferred inflow of resources and associated pension expense.

For the purposes of the pension allocation schedules, pension amounts are allocated to reporting employers. The pension amounts of participating employers whose payrolls are reported and contributions are remitted by another entity are included in the reporting employer's amounts and will be allocated to the participating employer by the reporting employer.

Actuarial Methods and Assumptions

Actuarial assumptions for both cost-sharing defined benefit plans are reviewed annually by the Florida Retirement System Actuarial Assumptions Conference. The FRS Pension Plan has a valuation performed annually. The HIS Program has a valuation performed biennially that is updated for GASB reporting in the year a valuation is not performed. The most recent experience study for the FRS Pension Plan was completed in 2022 for the period July 1, 2013 through June 30, 2021. Because the HIS Program is funded on a pay-as-you-go basis, no experience study has been completed for that program. The actuarial assumptions that determined the total pension liability for the HIS Program were based on certain results of the most recent experience study for the FRS Pension Plan.

The total pension liability for each cost-sharing defined benefit plan was determined using the individual entry age actuarial cost method. Inflation increases for both Plans is assumed at 2.40%. Payroll growth, including inflation, for both Plans is assumed at 3.25%. Both the discount rate and the long-term expected rate of return used for FRS Pension Plan investments is 6.70%. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Because the HIS Program uses a pay-as-you-go funding structure, a municipal bond rate of 3.54% was used to determine the total pension liability for the program (Bond Buyer General Obligation 20-Bond Municipal Bond Index). Mortality assumptions for both Plans were based on the Generational RP-2000 with Projection Scale BB tables (refer to the valuation reports for more information – See Additional Financial and Actuarial Information).

The following changes in actuarial assumptions occurred in 2022:

- FRS: The long-term expected rate of return was decreased from 6.80% to 6.70%.
- HIS: The demographic assumptions for the Special Risk class were updated to reflect plan changes due to HB5007, HB689, and SB838
- HIS: The election assumption for vested terminated members was updated from 20% to 50% to reflect recent experience.
- HIS: The municipal bond rate used to determine total pension liability was increased from 2.16% to 3.54%

COMPLIANCE SECTION

TOWN OF HILLIARD, FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
For the Fiscal Year Ended September 30, 2022

GRANTOR/PROGRAM TITLE	Assistance Listing #/ CSFA #	Contract Number	Award Amount	Reported in Prior Years	Revenue	Expenditures
Federal Awards						
<i>US DOT - Federal Aviation Administration</i>						
Airport Improvement Program	20.106	3-12-0099-014-2021	13,000	-	12,414	12,414
Airport Improvement Program	20.106	3-12-0099-015-2021	489,143	68,048	383,375	383,375
Airport Improvement Program	20.106	3-12-0099-016-2021	32,000	-	31,720	31,720
			534,143	68,048	427,509	427,509
<i>US Department of Economic Opportunity</i>						
Community Development Block Grant	14.228	20DB-00-04-55-02-N06	700,000	314,741	385,259	385,259
Total federal awards			<u>\$ 1,234,143</u>	<u>\$ 382,789</u>	<u>\$ 812,768</u>	<u>\$ 812,768</u>
State Financial Assistance						
<i>Florida Department of Transportation</i>						
FDOT Hanger Rehab	55.004	G1V69	368,000	3,258	364,122	364,122
FDOT Security System	55.004	G1V70	193,775	2,959	184,183	184,183
FDOT Turf Runway Maintenance	55.004	G1V71	91,000	4,100	86,900	86,900
FDOT Hanger Maintenance	55.004	G1755	287,500	27,124	185,044	185,044
			1,488,275	37,441	820,249	820,249
Total state financial assistance			<u>\$ 1,488,275</u>	<u>\$ 37,441</u>	<u>\$ 820,249</u>	<u>\$ 820,249</u>

TOWN OF HILLIARD, FLORIDA
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
AND STATE FINANCIAL ASSISTANCE
For the Fiscal Year Ended September 30, 2022

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies and presentation of the Schedule of Expenditures of Federal Awards and State Financial Assistance of the Town of Hilliard, Florida (the "Town") have been designed to conform to generally accepted accounting principles as applicable to governmental units, including the reporting and compliance requirements of the Audits of States, Local Governments, and Non-Profit Organizations and Office of Management and Budget *Uniform Guidance*.

A. Reporting Entity

This reporting entity consists of the Town, and each of its component units. The Town includes a Schedule of Expenditures of Federal Awards and State Financial Assistance in the Compliance Section for the purpose of additional analysis.

B. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus.

The modified accrual basis of accounting is followed in the Schedule of Expenditures of Federal Awards and State Financial Assistance. Under the modified accrual basis, revenues are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days after the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

C. Grant Awards

As required by OMB *Uniform Guidance*, federal grant awards drawn and expended during the year are included in the Schedule of Expenditures of Federal Awards and State Financial Assistance.

NOTE 2. INDIRECT COST RATE

The Town of Hilliard did not elect to use the 10 percent de minimis indirect cost rate.

ADDITIONAL REPORTS

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT
AUDITING STANDARDS**

May 12, 2023

To the Town Council
Town of Hilliard, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hilliard, Florida (the "Town") as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements and have issued our report thereon dated May 12, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting ("internal control") to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

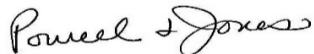
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Powell and Jones CPA
Lake City, Florida
May 12, 2023

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE *UNIFORM GUIDANCE***

May 12, 2023

To the Town Council
Town of Hilliard, Florida

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the Town of Hilliard, Florida's (the "Town's") compliance with the types of compliance requirements identified as subject to audit in the OMB Compliance Supplement that could have a direct and material effect on each of the Town's major federal programs for the year ended September 30, 2022. The Town's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs for Federal Awards Programs.

In our opinion, the Town complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Town's compliance with the compliance requirements referred to above.

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Town's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, Government Auditing Standards, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than not detecting material noncompliance resulting from an error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, Government Auditing Standards, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Town's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

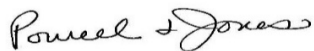
Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Powell and Jones CPA
Lake City, Florida
May 12, 2023

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR STATE PROJECT
AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH CHAPTER
10.550, RULES OF THE AUDITOR GENERAL, OFFICE OF THE AUDITOR GENERAL**

May 12, 2023

To the Town Council
Town of Hilliard, Florida

Report on Compliance for Each Major State Project

Opinion on Each Major State Project

We have audited the Town of Hilliard, Florida's (the "Town's") compliance with the types of compliance requirements in the State of Florida, Department of Financial Services State Projects Compliance and Supplement that could have a direct and material effect on each of the Town's major state projects for the year ended September 30, 2022. The Town's major state projects are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs for State Projects.

In our opinion, the Town complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state projects for the year ended September 30, 2022.

Basis for Opinion on Each Major State Project

We conducted our audit of compliance in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the State of Florida, Office of the Auditor General. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major state project. Our audit does not provide a legal determination of the Town's compliance with the compliance requirements referred to above.

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its state projects.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Town's state projects.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the State of Florida, Office of the Auditor General will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than noncompliance that results from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town's compliance with the requirements of each major state project as a whole.

In performing an audit in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Town's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

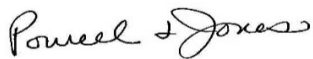
Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state project will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Pursuant to Chapter 119, *Florida Statutes*, this report is a public record, and its distribution is not limited. Auditing standards generally accepted in the United States of America require us to indicate that this report is intended solely for the information and use of the Town's management, State awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



Powell and Jones CPA
Lake City, Florida
May 12, 2023

TOWN OF HILLIARD, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FEDERAL AWARDS PROGRAMS
For the Fiscal Year Ended September 30, 2022

Section I. Summary of Auditor's Results

Financial Statements

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
• Material weakness identified	None reported
• Significant deficiencies identified that are not considered to be material weaknesses	None reported
Noncompliance material to financial statements noted	None reported

Federal Awards Programs

Internal control over major programs:	
• Material weakness identified	None reported
• Significant deficiencies identified	None reported
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2CFR 200.516(a)	None reported
Identification of major programs:	

Assistance Listing Number

20.106

Name of Program

Airport Improvement Program

Dollar threshold used to distinguish between Type A and Type B programs:	\$750,000
Auditee qualified as low-risk auditee?	No

Section II - Financial Statement Audit

There were no current findings.

Section III - Federal Award Findings and Questioned Costs

There were no current findings.

Section IV - Prior Year Findings and Questioned Costs

There were no prior year findings.

TOWN OF HILLIARD, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
MAJOR STATE PROJECTS
For the Fiscal Year Ended September 30, 2022

State Financial Assistance

Internal control over major projects:

- Material weakness identified? No
- Reportable condition identified, not considered to be material weaknesses? None reported

Type of auditor's report issued on compliance for major projects Unmodified

Any audit findings disclosed that are required to be reported in accordance with Rule 10.656 *Rules of the Auditor General*? None reported

CSFA Number
55.004

Name of Program
FDOT Aviation Grant Program

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? No

Financial Statement Findings

There were no current findings.

State Financial Assistance Findings and Questioned Costs

There were no current findings or questioned costs.

MANAGEMENT LETTER

To the Town Council
Town of Hilliard, Florida

Report on the Financial Statements

We have audited the financial statements of the Town of Hilliard, Florida (the "Town"), for the year ended September 30, 2022, and have issued our report thereon dated May 12, 2023

Auditor's Responsibility

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to the financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"); and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards; Independent Auditor's Reports on Compliance for Each Major Federal Program and State Project and Report on Internal Control Over Compliance; Schedule of Findings and Questioned Costs; and Independent Accountant's Report on an examination conducted in accordance with AICPA *Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated March 20, 2023, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations made in the preceding annual financial report.

AUDITOR GENERAL COMPLIANCE MATTERS

Official Title and Legal Authority – Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information has been disclosed in Note 1 of the financial statements.

Financial Condition and Management – Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the Town met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Town did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the Town. It is management's responsibility to monitor the Town's financial condition, and our financial condition assessment was based in part on the representations made by management and review of financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

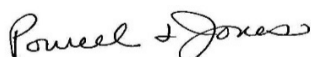
Additional Matters - Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Rural Economic and Community Redevelopment Requirements - We are providing the following information relative to our examination of the financial statements of the Town, for the year ended September 30, 2022, as provided in the audit requirements for the USDA-Rural Development borrowers.

1. Generally accepted auditing procedures were performed in this audit.
2. Internal control was evaluated and discussed in the prior sections of this audit report.
3. Accounting records and physical control over assets were adequate.
4. The accounting records of the Town have been adjusted to agree with the audited financial statements.
5. The Town's funds are in institutions insured by the Federal government and are authorized depositories of Florida public funds.
6. A summary of the Town's insurance coverage is shown in the annual report to the USDA-Rural Development.
7. The Town is exempt from Federal Income Tax.
8. We found nothing to indicate that financial compliance with the loan agreements had not occurred.

Purpose of This Letter

Our Management Letter is intended solely for the information of and use of the Legislative Auditing Committee, members of the Florida Senate and Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Town's Council and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.



Powell and Jones CPA
Lake City, Florida
May 12, 2023

INDEPENDENT ACCOUNTANT'S REPORT

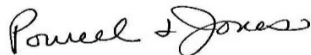
To the Town Council
Town of Hilliard, Florida

We have examined the Town of Hilliard, Florida's (the "Town's") compliance with Section 218.415, *Florida Statutes*, regarding the investment of public funds during the year ended September 30, 2022. Management is responsible for the Town's compliance with those requirements. Our responsibility is to express an opinion on the Town's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Town's compliance with specified requirements.

In our opinion, the Town complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2022.

This report is intended solely for the information and use of the Town and the Auditor General, State of Florida, and is not intended to be and should not be used by anyone other than these specified parties.



Powell and Jones CPA
Lake City, Florida
May 12, 2023

Communication with Those Charged with Governance

To the Town Council
Town of Hilliard, Florida

We have audited the financial statements of the Town of Hilliard, Florida (the “Town”) for the year ended September 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus.

All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There are no sensitive estimates affecting the Town’s financial statements.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There are no sensitive disclosures affecting the financial statements.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no such misstatements identified during our audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor’s report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 12, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the governmental unit’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

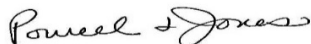
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Information in Documents Containing Audited Financial Statements

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Town Council management of the Town and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



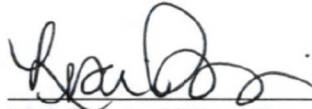
Powell and Jones CPA
Lake City, Florida
May 12, 2023

SYSTEM DEVELOPMENT CHARGE - IMPACT FEES AFFIDAVIT

BEFORE ME, the undersigned authority, personally appeared Lisa Purvis, Town Clerk for the Town of Hilliard, who being duly sworn, deposes and says on oath that:

1. I am the Chief Financial Officer of the Town of Hilliard which is a municipal corporation of the State of Florida.
2. The governing body of the Town of Hilliard adopted Ordinance No. 2005-02 on the 3rd day of March 2005; implementing an impact fee by establishing water and sewer system development charges, to provide new definitions; to establish a formula for assessing the system development charges, to provide for time of payment; to provide for use of proceeds; to provide for annual review; to provide for severability; repeal of ordinances in conflict and establish an effective date.
3. The Town of Hilliard has complied and, as of the date of this Affidavit, remains in compliance with Section 163.31801, Florida Statutes.

FURTHER AFFIANT SAYETH NAUGHT.




Lisa Purvis, Hilliard Town Clerk

STATE OF FLORIDA
COUNTY OF NASSAU

SWORN TO AND SUBSCRIBED before me this 17th day of Feb, 2021.




NOTARY PUBLIC
Print Name Kimberly Corbett

Personally known or produced identification ✓

Type of identification produced: FL Drivers License

My Commission Expires:

04/26/2024



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Paul Mizenko – HMSHS FBLA Advisor***

SUBJECT: Town Council approval of a donation request for the Hilliard Middle Senior High School to send the Future Business Leaders of America, Network Design Team to the National Leadership Conference in Atlanta.

BACKGROUND:

The Future Business Leaders of America (FBLA) Adviser at Hilliard Middle Senior High School are requesting a donation to send their Network Design Team to the National Leadership Conference in Atlanta. The dates of the Conference are June 26th through July 1st. They are requesting donations so that the students attending/competing would be able to travel at no cost to themselves. The school district is covering their transportation and hotels and the local chapter is trying to fundraise to cover their meals while there.

FINANCIAL IMPACT:

Donation of your choice.

RECOMMENDATION:

Town Council approval of a donation to help the FBLA Network Design Team attend the National Leadership Conference in Atlanta, at no cost to themselves.

I want to say thank you so much for the consideration to be on the Town meeting agenda.

As the Future Business Leaders of America (FBLA) Adviser at Hilliard Middle Senior High School we are requesting a donation to send our Network Design team to the National Leadership Conference in Atlanta. The dates of the Conference are June 26th- July 1st. We would like to be able to receive the donation so that the students attending/competing would be able to travel at no cost to themselves. The school district is covering their transportation and hotels and the local chapter is trying to fundraise to cover their meals while there.

Thank you,

Paul Mizenko

Business Technology

Hilliard Middle Senior High School

1 Flashes Avenue

Hilliard, FL 32046

904-845-2171 x4653

mizenkopa@nassau.k12.fl.us

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AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Alicia Head – Administrative Assistant***

SUBJECT: Town Council discussion and approval to purchase a Christmas Tree to be used at the Town of Hilliard's annual Christmas events.

BACKGROUND:

Last year The Town purchased a 14-foot real tree, and it barely made it through the Holiday season. Because of this, I have been looking into a commercial grade Outdoor Tree that can be re-used for years to come. (See Attachment)

FINANCIAL IMPACT:

1st COMPANY: Holiday Designs.

\$11,066.25

****Shipping Charges NOT Included****

SPRING SALE 25% OFF

2ND COMPANY: Creative Displays, Inc.

\$13,462.12

****Shipping Charges Included****

3RD COMPANY: Holiday Outdoor Décor

\$13,968.75

****Shipping Charges Included****

The above option has an applied discount of 24% which is valid until May 31, 2023.

RECOMMENDATION:

Town Council approval to purchase New Town Christmas Tree.



Holiday Designs™

PO Box 6105

Gainesville, GA 30504

+1 7702871400

www.holidaydesigns.com

Estimate

ADDRESS

Alicia Head

Town of Hilliard, FL

15859 County Rd 108

Hilliard, FL 32046 USA

SHIP TO

Alicia Head

Town of Hilliard, FL

15859 County Rd 108

Hilliard, FL 32046 USA

ESTIMATE # E-33277**DATE** 05/03/2023**EXPIRATION DATE** 05/31/2023**SHIP VIA**

FREIGHT

CUSTOMER EMAIL

ahead@townofhilliard.com

CUSTOMER PHONE

904-845-3555

SKU	DESCRIPTION	QTY	RATE	AMOUNT
HDPT-22	HDPT-22 – 18' Natural Branch Garland Tree w/4' 3D Star. Color: C9 LED on Tree - TBD, C7 LED on Star - Cool White Includes: (17) Eagle Medium Base Sockets (17) Female Insert Medium Base (2) Eagle Male Plugs 125' Twisted Wire for Harness (42) U-Bolts Short (84) 5/16" Zinc Nuts (42) Plates for U-Bolts (8) Guy Wire Clamps 100' Aircraft Cable (4@25') (4) Pipe Ground Stakes List: \$11,855. Spring Sale 25% off: \$8,891.25	1	8,891.25	8,891.25
About - Trees	About our TREES: MADE IN THE USA (Gainesville, GA) Our Trees INCLUDE Star Topper. All mounting hardware included. All steel frames are acid washed and coated with a baked-on, powder coat finish. All steel frames are warranted for (10) Christmas seasons; electrical components are warranted for (3) Christmas seasons. LED bulbs are warranted for (2) Christmas seasons (burned out bulbs ONLY). PANEL TREES can be grown in 4' increments. 2% extra LED bulbs included. State and local taxes not included.			0.00

SKU	DESCRIPTION	QTY	RATE	AMT
-----	-------------	-----	------	-----

We DO NOT apply any surcharges to your order(s). (Unlike our competitors who charge 5-12%)

18ft-Ornament-Package	18ft-Ornament-Package - Commercial Tree Decor Package. Ornaments are Shatterproof and UV Protected. Ornaments in Shiny and Matte finishes (no glitter). Mixed variety of sizes 6", 8", and 10" ornaments. Approximately 197 Ornaments.	1	2,175.00	2,175.00
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Colors: Red, Green, Gold

List: \$2900. Spring Sale 25% off: \$2,175

Estimate does NOT include taxes or shipping.

Current fabrication timeline 6-8 weeks, possibly sooner.

TOTAL

\$11,066.25

Accepted By

Accepted Date

CREATIVE DISPLAYS, INC.

14150 SANTA FE TRAIL DRIVE
LENEXA, KS 66215**Estimate**

Date	Estimate #
4/14/2023	5193

Name / Address
TOWN OF HILLIARD ALICIA HEAD PO BOX 249 HILLIARD, FL 32046

Ship To
TOWN OF HILLIARD ALICIA HEAD 5859 WEST COUNTY ROAD 108 HILLIARD, FL 32046

P.O. No.	Rep	Project	E-MAIL	JOB
ONLINE RFQ 22834			ahead@townofhilliard.com	
Item	Description	Qty	Cost	Total
PT18-LED	**REVISED** 18' PANEL TREE WITHOUT STAR, 10' BASE, 680 LED LAMPS, 17 PANELS "DOES NOT INCLUDE TREE TOPPER"	1	8,788.64	8,788.64T
PT18-ORNA-LED	18' PANEL TREE WITHOUT STAR, 10' BASE, 680 LED LAMPS, 17 PANELS WITH ORNAMENT PACKAGE		11,733.12	11,733.12T
NS3D4NATSTAR...	"DOES NOT INCLUDE TREE TOPPER" 3-D 48" NATIVITY STAR TREE TOPPER, MADE WITH APPROXIMATELY (112) C-7 LED LAMPS	1	734.00	734.00T
SHIPPING (FUT...	(ACTUAL SHIPPING CHARGES TO BE ADDED WHEN SHIPPED)		995.00	995.00T
	Total sales tax calculated by AvaTax		0.00	0.00
	NOTE: SHIPPING CHARGES ARE AN "ESTIMATE ONLY" AND WILL BE BILLED AT THE CURRENT RATE ON THE FINAL INVOICE.			
	A 50% DEPOSIT IS DUE AT TIME OF ORDER.			
	OUR TERMS AND CONDITIONS APPLY AND CAN BE SEEN ON OUR WEBSITE; www.creativedisplays.com			

ALL SALES ARE SUBJECT TO OUR TERMS AND CONDITIONS, WHICH CAN BE FOUND AT: WWW.CREATIVEDISPLAYS.COM

Phone #	Fax #	E-mail	Total
913-402-9617	913-402-8487	KATHIW@CREATIVEDISPLAYS.COM	

0. *

22,250.76 +

8,738.64 -

000.....

13,462.12 *



Company Address PO Box 4365
Bethlehem, Pennsylvania 18018
United States

Created Date 3/21/2023
Expiration Date 5/31/2023
Quote Number 00012500

Prepared By Jasmin Zuhr
Email jzuhr@holidayoutdoordecor.com

Bill to Phone 904-845-3555
Email ahead@townofhilliard.com

Bill To Name Town of Hilliard Florida
Bill To 15859 County Road 108
Hilliard, Florida 32046
United States

Ship To Name Town of Hilliard Florida
Ship To 15859 COUNTY ROAD 108
HILLIARD, Florida 32046
United States

Quote To United States

Ship To Phone 904-845-3555

Product Code	Product	Product Line Description	Line Item Description	Price	Quantity	Total Price
T-14P	14' Panel Tree	14' Panel Tree, 8' Base, 435 C-7 Lamps - LED	435 MULTI COLORED LED C7 BULBS * DOES NOT INCLUDE ORNAMENTS	\$4,972.50	1.00	\$4,972.50
TT-3-3DNS	3D Nativity Star Tree Topper	3D Nativity Star Tree Topper, 64 C-7 lamps LED		\$760.00	1.00	\$760.00
SHIPPING	SHIPPING*			\$1,000.00	1.00	\$1,000.00

- Applicable Sales Tax will be added to Final Invoice
- All shipping is estimated at time of order. Actual shipping costs may vary.

Subtotal \$6,732.50
Total Price \$6,732.50
Grand Total \$6,732.50

Comments INCLUDES 24% DISCOUNT VALID THROUGH 5/31/23

Account Terms DUE UPON RECEIPT

QUOTE ACCEPTANCE INFORMATION

Signature: _____

Name: _____

Title: _____

- 15% Restocking fee on all returns
- No returns without proper authorization
- Custom Items are NOT returnable
- After Account Terms due date, a monthly interest charge of 1.5% will be added on past due accounts (18% APR)

- Please refer to our Terms and Conditions, [here](https://holidayoutdoordecor.com/terms-conditions/) or at <https://holidayoutdoordecor.com/terms-conditions/>
- Promo Deal: Additional 2% off with prepaid order



Company Address PO Box 4365
Bethlehem, Pennsylvania 18018
United States

Created Date 3/22/2023
Expiration Date 5/31/2023
Quote Number 00012509

Prepared By Jasmin Zuhr
Email jzuhr@holidayoutdoordecor.com

Bill to Phone 904-845-3555
Email ahead@townofhilliard.com

Bill To Name Town of Hilliard Florida
Bill To 15859 County Road 108
Hilliard, Florida 32046
United States

Ship To Name Town of Hilliard Florida
Ship To 15859 COUNTY ROAD 108
HILLIARD, Florida 32046
United States

Quote To United States

Ship To Phone 904-845-3555

Product Code	Product	Product Line Description	Line Item Description	Price	Quantity	Total Price
T-18P	18' Panel Tree	18' Panel Tree, 10' Base, 680 C-7 Lamps - LED		\$8,673.75	1.00	\$8,673.75
TT-4-3DNS	3D Nativity Star Tree Topper	3D Nativity Star Tree Topper, 112 C-7 lamps LED		\$1,035.00	1.00	\$1,035.00
O-6-CBK	6" (150mm) Shatterproof Ornament (12/CASE)	6" (150mm) Shatterproof Ornament (12/CASE) Specify Color and Finish	3 GOLD/ 4 SILVER/ 4 RED/ 4 GREEN	\$88.00	15.00	\$1,320.00
O-8-CBK	8" (200mm) Shatterproof Ornament (6/CASE)	8" (200mm) Shatterproof Ornament (6/CASE) Specify Color and Finish	5 GOLD/ 5 SILVER/ 4 RED/ 4 GREEN	\$80.00	18.00	\$1,440.00
SHIPPING	SHIPPING*			\$1,500.00	1.00	\$1,500.00

- * Applicable Sales Tax will be added to Final Invoice
- * All shipping is estimated at time of order. Actual shipping costs may vary.

Subtotal \$13,968.75
Total Price \$13,968.75
Grand Total \$13,968.75

Account Terms DUE UPON RECEIPT

- 15% Restocking fee on all returns
- No returns without proper authorization
- Custom Items are NOT returnable
- After Account Terms due date, a monthly interest charge of 1.5% will be added on past due accounts (18% APR)

QUOTE ACCEPTANCE INFORMATION

Signature: _____

Name: _____

Title: _____

- Please refer to our Terms and Conditions, [here](https://holidayoutdoordecor.com/terms-conditions/) or at <https://holidayoutdoordecor.com/terms-conditions/>
- Promo Deal: Additional 2% off with prepaid order

lease
option



Company Address PO Box 4365
Bethlehem, Pennsylvania 18018
United States

Created Date 3/21/2023
Expiration Date 5/31/2023
Quote Number 00012502

Prepared By Jasmin Zuhr
Email jzuhr@holidayoutdoordecor.com

Bill to Phone 904-845-3555
Email ahead@townofhilliard.com

Bill To Name Town of Hilliard Florida
Bill To 15859 County Road 108
Hilliard, Florida 32046
United States

Ship To Name Town of Hilliard Florida
Ship To 15859 COUNTY ROAD 108
HILLIARD, Florida 32046
United States

Quote To United States
HTH Referral

Ship To Phone 904-845-3555

Product Code	Product	Product Line Description	Line Item Description	Price	Quantity	Total Price
ANNUAL LEASE	Annual Lease	Annual Lease		\$0.00	1.00	\$0.00
LSE-T-18P-MC	Panel Tree 18' C7 MULTI LED		DELIVER/ INSTALL/ REMOVE/ STORE- TOTAL 22' INCLUDES 4" STAR, MULTI -COLORED LED BULBS- TRADITIONAL COLORED ORNAMENTS	\$6,225.00	1.00	\$6,225.00

Comments 2023 LEASE

Subtotal \$6,225.00
Total Price \$6,225.00
Grand Total \$6,225.00

Lease Terms and Conditions

Holiday Outdoor Decor shall comply with the specifications above. All work shall be completed in a professional manner according to standard industry practices. Modifications to the above specifications may incur additional costs and will require an executed change order. Holiday Outdoor Decor shall not be responsible for any failure or delay caused by any reason beyond its control. Owner shall have sole responsibility to insure itself and its property against damages or injury. HOLIDAY OUTDOOR DECOR SHALL NOT BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES RELATING TO THIS AGREEMENT, NOR SHALL IT BE LIABLE IN ANY WAY WHATSOEVER FOR

Account Terms DUE UPON RECEIPT

- Contract Price is per year
- Annual Lease, Installation, Removal, and Storage
- We do not do any electrical work, other than plugging into existing outlets. This also includes resetting GFCI breakers that pop due to moisture, rain or sprinklers
- Custom Items are NOT returnable
- After Account Terms due date, a monthly interest charge of 1.5% will be added on past due accounts (18% APR)
- Applicable Sales Tax will be added to Final Invoice
- **Promo Deal: Additional 2% off with prepaid order**

QUOTE ACCEPTANCE INFORMATION

Signature: _____

Name: _____

Title: _____



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 18, 2023

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council Approval of the FY 2023 Revenues and Expenditures Report for the period ending March 31, 2023.

BACKGROUND:

The attached Revenues and Expenditures Report is for the period January 1, 2023, through March 31, 2023. In all funds, the budgeted figures are presented first with the actual expenditures and the variance between the budget and actual listed next. The percent of actual is the amount that has actually been received (or accrued in the case of state shared revenues) or the amounts expended as a percent of the budget for the period ending March 31, 2023. The report is prepared on a modified accrual basis with state shared revenues for the month of March 2023 (received in February 2023) accrued for the month of March 2023.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Town Council approval of the FY 2023 Revenues and Expenditures Report for the Period Ending March 31, 2023.

**GENERAL FUND
REVENUES AND EXPENDITURES
AS OF MARCH 31, 2023
50% OF YEAR**

GENERAL FUND REVENUES	ORIGINAL BUDGET	FY 2022/2023 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
CASH CARRY FORWARD	<u>250,492</u>	<u>0</u>	<u>250,492</u>	<u>0.00%</u>
GENERAL GOVERNMENT REVENUE				
AD VALOREM TAXES	389,836	328,158	61,679	84.18%
UTILITY SERVICE TAX - ELECTRIC	75,000	33,929	41,071	45.24%
UTILITY SERVICE TAX - WATER	23,000	11,810	11,190	51.35%
UTILITY SERVICE TAX - PROPANE	10,500	5,580	4,920	53.14%
COMMUNICATION SERVICE TAX	96,881	53,150	43,731	54.86%
BUSINESS TAX RECEIPTS	30,000	9,241	20,759	30.80%
PEN & INT - BUSINESS TAX RECEIPT	1,000	662	338	66.23%
BUILDING PERMITS	70,000	8,498	61,502	12.14%
FRANCHISE FEES - ELECTRIC	200,000	95,803	104,197	47.90%
ZONING REVENUE	35,000	13,776	21,224	39.36%
MOVE-ON PERMIT	100	0	100	0.00%
RADON	2,000	260	1,740	13.00%
BUSINESS LICENSE INSPECT	500	75	425	15.00%
MOBILE HOME INSPECTS	500	0	500	0.00%
STATE REVENUE SHARING	159,305	74,297	85,008	46.64%
MOBILE HOME LICENSES	1,000	1,941	(941)	194.10%
ALCOHOLIC BEV LICENSE	500	0	500	0.00%
LOC HALF CENT SALE TAX	232,991	124,562	108,429	53.46%
EDUCATIONAL ADMINISTRATIVE	5,000	0	5,000	0.00%
FAX	100	3	97	3.15%
COPIES	50	0	50	0.00%
FIRE INSPECTIONS	5,000	1,325	3,675	26.50%
FINES & FORFEITURES	3,000	1,150	1,850	38.34%
VIOLATION OF LOCAL ORDINANCE	2,000	0	2,000	0.00%
INTEREST INCOME SBA	10,000	37,466	(27,466)	374.66%
INTEREST INCOME CKG	100	91	9	90.88%
SURPLUS MATERIALS - GENERAL	0	0	0	0.00%
NSF FEES - GENERAL	0	5,431	(5,431)	0.00%
MISCELLANEOUS REVENUE - GEN	5,000	(43,128)	48,128	-862.57%
	<u>1,358,363</u>	<u>764,078</u>	<u>594,285</u>	<u>56.25%</u>
TRANSFERS:				
INTERFUND TRANS SALES TAX - GEN	95,753	57,112	38,641	59.65%
SUB TOTAL TRANSFERS	<u>95,753</u>	<u>57,112</u>	<u>38,641</u>	<u>59.65%</u>
TOTAL REVENUES	<u>1,704,608</u>	<u>821,190</u>	<u>883,418</u>	<u>48.17%</u>

GENERAL FUND EXPENDITURES	ORIGINAL BUDGET	FY 2022/2023 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL GOVERNMENT EXPENDITURES				
PERSONNEL EXPENSES:				
EXECUTIVE SALARIES	39,000	19,500	19,500	50.00%
FICA TAXES	2,984	1,492	1,492	49.99%
RETIREMENT CONTRIBUTIONS	18,000	9,432	8,568	52.40%
REGULAR SALARIES & WAGE	87,658	42,478	45,180	48.46%
FICA TAXES	6,706	3,121	3,585	46.55%
RETIREMENT CONTRIBUTIONS	27,674	13,410	14,264	48.46%
LIFE & HEALTH INSURANCE	19,379	11,305	8,074	58.33%
REGULAR SALARIES & WAGE	157,344	75,043	82,301	47.69%
OVERTIME	6,000	3,301	2,699	55.01%
FICA TAXES	12,495	5,861	6,634	46.90%
RETIREMENT CONTRIBUTIONS	19,454	9,331	10,123	47.96%
LIFE & HEALTH INSURANCE	58,137	33,914	24,223	58.33%
WORKER'S COMPENSATION	4,865	3,648	1,217	74.99%
	459,696	231,835	227,861	50.43%
OPERATING EXPENSES:				
PROFESSIONAL SERVICES	54,000	29,836	24,164	55.25%
ACCOUNTING & AUDITING	19,000	1,483	17,518	7.80%
CLEANING CONTRACT	5,540	1,933	3,607	34.90%
TRAVEL & EDUCATION	10,000	2,676	7,324	26.76%
COMMUNICATIONS & FREIGHT	15,000	6,484	8,516	43.22%
UTILITY SERVICES	13,000	5,253	7,747	40.41%
RENTALS & LEASES	1,000	204	796	20.42%
INSURANCE	21,239	15,929	5,310	75.00%
REPAIRS & MAINTENANCE	20,000	14,194	5,806	70.97%
PROMOTIONAL ACT-PUB NOTIC	5,000	2,992	2,008	59.83%
OTHER CURRENT OBLIGATIONS	2,000	0	2,000	0.00%
OPERATING SUPPLIES	30,000	23,271	6,729	77.57%
BOOKS, SUBSCRIP & PUBLIC	20,000	14,354	5,646	71.77%
BUILDING PERMIT SURCHARGE	2,000	131	1,869	6.55%
BANK SERVICE CHARGES	200	75	125	37.55%
LAND USE & ZONING BOARD	80,000	22,933	57,068	28.67%
FIRE MARSHALL CONTRACT	5,000	3,145	1,855	62.90%
BUILDING INSPECTOR	33,990	14,163	19,828	41.67%
CODE ENFORCEMENT	13,200	5,500	7,700	41.67%
CODE ENFORCEMENT CONTINGY	0	0	0	0.00%
	350,169	164,553	185,616	46.99%
SUB TOTAL OPERATING EXPENSES	<u>809,865</u>	<u>396,388</u>	<u>413,477</u>	<u>48.94%</u>

GENERAL FUND EXPENDITURES	ORIGINAL BUDGET	FY 2022/2023 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL GOVERNMENT EXPENDITURES				
CAPITAL IMPROVEMENTS:				
LAND	0	0	0	0.00%
BUILDINGS	85,753	57,112	28,641	66.60%
INFRASTRUCTURE	0	0	0	0.00%
MACHINERY & EQUIPMENT	10,000	0	10,000	0.00%
WORK IN PROGRESS (WIP)	0	0	0	0.00%
DOCUMENTS & MATERIALS	0	0	0	0.00%
SUB TOTAL CAPITAL EXPENSES	<u>95,753</u>	<u>57,112</u>	<u>38,641</u>	<u>59.65%</u>
TRANSFERS:				
TRANSFERS TO STREETS	519,780	259,890	259,890	50.00%
TRANSFERS TO RECREATION	158,878	84,690	74,188	53.31%
TRANSFERS TO CULTURE	46,000	17,749	28,251	38.58%
TRANSFERS TO FIRE	69,332	34,666	34,666	0.00%
TRANSFERS TO WATER & SEWER	0	0	0	0.00%
SUB TOTAL INTER FUND TRANSFERS	<u>793,990</u>	<u>396,995</u>	<u>396,995</u>	<u>50.00%</u>
DONATIONS:				
AID TO PVT ORGANIZATION	5,000	2,610	2,390	52.20%
SUB TOTAL DONATIONS	<u>5,000</u>	<u>2,610</u>	<u>2,390</u>	<u>52.20%</u>
TOTAL EXPENDITURES	<u>1,704,608</u>	<u>853,105</u>	<u>851,503</u>	<u>50.05%</u>
REVENUES	1,704,608	821,190	883,418	48.17%
EXPENDITURES	<u>1,704,608</u>	<u>853,105</u>	<u>851,503</u>	<u>50.05%</u>
(OVER) UNDER	<u>0</u>	<u>(31,915)</u>	<u>31,915</u>	

GENERAL FUND REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL STREETS REVENUE				
GAS TAX - STATE	1,000	225	775	22.48%
CULVERT PERMITS - STREETS	7,000	25	6,975	0.36%
SURPLUS MATERIALS - STREETS	0	0	0	0.00%
MISCELLANEOUS REVENUE - STR	12,401	1,009	11,392	8.13%
	<u>20,401</u>	<u>1,258</u>	<u>19,143</u>	<u>6.17%</u>
TRANSFERS:				
INTERFUND TRANS-GEN FUND	519,780	259,890	259,890	50.00%
INTERFUND TRANS SALES TAX	239,220	1,440	237,780	0.60%
INTERFUND TRAN SPEC REV	0	0	0	0.00%
SUB TOTAL TRANSFERS	<u>759,000</u>	<u>261,330</u>	<u>497,670</u>	<u>34.43%</u>
TOTAL REVENUES	<u>779,401</u>	<u>262,588</u>	<u>516,813</u>	<u>33.69%</u>

GENERAL FUND EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL STREETS EXPENDITURES				
PERSONNEL EXPENSES:				
REGULAR SALARIES & WAGE	158,085	89,569	68,516	56.66%
OVERTIME	6,000	636	5,364	10.60%
FICA TAXES	12,553	6,694	5,859	53.32%
RETIREMENT CONTRIBUTIONS	19,543	6,537	13,006	33.45%
LIFE & HEALTH INSURANCE	58,137	27,431	30,706	47.18%
WORKER'S COMPENSATION	4,865	3,648	1,217	74.99%
	259,183	134,514	124,669	51.90%
OPERATING EXPENSES:				
PROFESSIONAL SERVICES	0	0	0	0.00%
TRAVEL & EDUCATION	2,000	0	2,000	0.00%
COMMUNICATIONS & FREIGHT	1,200	703	498	58.54%
UTILITY SERVICES	44,000	22,272	21,728	50.62%
RENTALS AND LEASES	6,000	0	6,000	0.00%
INSURANCE	22,298	16,724	5,574	75.00%
REPAIRS & MAINTENANCE	120,000	15,452	104,548	12.88%
PROMOTIONAL ACT-PUB NOTIC	500	648	(148)	129.62%
OTHER CURRENT OBLIGATIONS	1,000	0	1,000	0.00%
OPERATING SUPPLIES	36,000	11,046	24,954	30.68%
ROAD MATERIALS & SUPPLIES	30,000	19,190	10,810	63.97%
	262,998	86,035	176,963	32.71%
SUB TOTAL OPERATING EXPENSES	<u>522,181</u>	<u>220,549</u>	<u>301,632</u>	<u>42.24%</u>
CAPITAL IMPROVEMENTS:				
LAND	0	0	0	0.00%
BUILDINGS	0	0	0	0.00%
INFRASTRUCTURE	129,220	1,440	127,780	1.11%
MACHINERY & EQUIPMENT	110,000	0	110,000	0.00%
WORK IN PROGRESS (WIP)	0	0	0	0.00%
DOCUMENTS & MATERIALS	0	0	0	0.00%
SUB TOTAL CAPITAL EXPENSES	<u>239,220</u>	<u>1,440</u>	<u>237,780</u>	<u>0.60%</u>
HEALTH:				
ANIMAL CONTROL	0	0	0	0.00%
OPERATING SUPP-MOSQUITO	18,000	157	17,843	0.87%
SUB TOTAL HEALTH EXPENSES	<u>18,000</u>	<u>157</u>	<u>17,843</u>	<u>0.87%</u>
TRANSFERS:				
TRANSFER TO DEBT SERVICE	0	0	0	0.00%
SUB TOTAL INTER FUND TRANSFERS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>779,401</u>	<u>222,146</u>	<u>557,255</u>	<u>28.50%</u>
REVENUES	779,401	262,588	516,813	33.69%
EXPENDITURES	<u>779,401</u>	<u>222,146</u>	<u>557,255</u>	<u>28.50%</u>
(OVER) UNDER	<u>0</u>	<u>40,442</u>	<u>(40,442)</u>	

GENERAL FUND REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL RECREATION REVENUE				
PARKS & RECREATION - SPORTS:				
P&R - SOCCER	5,000	5,875	(875)	117.50%
P&R - BASKETBALL	9,500	19,992	(10,492)	210.44%
P&R - FLAG FOOTBALL	5,000	0	5,000	0.00%
P&R - SOFTBALL	1,000	0	1,000	0.00%
P&R - GYMNASTICS	6,000	8,295	(2,295)	138.25%
P&R - MARTIAL ARTS	0	0	0	0.00%
P&R - CONCESSIONS	1,800	1,464	336	81.33%
P&R - VOLLEYBALL	2,000	0	2,000	0.00%
P&R - SWIM TEAM	1,000	0	1,000	0.00%
P&R - TENNIS	800	0	800	0.00%
P&R - TRACK	800	0	800	0.00%
SUB TOTAL SPORTS	<u>32,900</u>	<u>35,626</u>	<u>(2,726)</u>	<u>108.28%</u>
PARKS & RECREATION - EVENTS:				
P&R - KIDZ SQUAD	40,000	31,419	8,581	78.55%
P&R - SUMMER CAMP	30,000	2,390	27,610	7.97%
P&R - SWIM LESSON	3,000	0	3,000	0.00%
P&R - BASKETBALL CAMP	2,500	0	2,500	0.00%
P&R - FOOTBALL CAMP	2,000	0	2,000	0.00%
P&R - VOLLEYBALL CAMP	1,000	0	1,000	0.00%
SUB TOTAL EVENTS	<u>78,500</u>	<u>33,809</u>	<u>44,691</u>	<u>43.07%</u>
PARKS & RECREATION - MEMBERS:				
P&R - CHILD WATCH	500	0	500	0.00%
P&R - DRAFT MEMBER	60,000	54,816	5,184	91.36%
P&R - SEMI ANNUAL MEMBER	3,000	3,411	(411)	113.70%
P&R - ANNUAL MEMBER	1,000	990	10	99.00%
P&R - DAILY MEMBER	2,000	915	1,085	45.75%
P&R - HEALTHWAYS PRIME	1,000	416	584	41.60%
P&R - HEALTHWAYS SILVERSNEEK	2,500	1,563	937	62.52%
P&R - POOL MEMBER	7,000	0	7,000	0.00%
P&R - GROUP MEMBERS	1,000	0	1,000	0.00%
P&R - RENEW ACTIVE MEMBERSHIP	2,000	1,112	888	55.60%
P&R - ALL INCLUSIVE MEMBERSHIP	2,000	375	1,625	18.75%
SUB TOTAL MEMBERSHIPS	<u>82,000</u>	<u>63,598</u>	<u>18,402</u>	<u>77.56%</u>
PARKS & RECREATION - RENTAL:				
P&R - POOL & SPLASH PAD RENTAL	6,500	0	6,500	0.00%
P&R - SPLASH PAD RENTAL	500	0	500	0.00%
P&R - LIFEGUARD(S) RENTAL	0	0	0	0.00%
P&R - GYM RENTAL	500	210	290	42.00%
P&R - OXFORD BALL PARK RENTAL	400	65	335	16.25%
P&R - BUCK PARK LG PAVI RENTAL	500	555	(55)	111.00%
P&R - BUCK PARK SM PAVI RENTAL	250	75	175	30.00%
P&R - OXFORD PICNIC AREA	150	20	130	13.33%
SUB TOTAL RENTALS	<u>8,800</u>	<u>925</u>	<u>7,875</u>	<u>10.51%</u>

GENERAL FUND REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL RECREATION REVENUE				
MISC REVENUES:				
P&R - CREDIT CARD FEE	3,500	1,875	1,625	53.58%
LEASE - NEXTEL TOWER	14,688	8,806	5,882	59.95%
SURPLUS MATERIALS - RECREATION	0	0	0	0.00%
MISCELLANEOUS REVENUE - REC	6,500	10,431	(3,931)	160.48%
SUB TOTAL MISC	<u>24,688</u>	<u>21,112</u>	<u>3,576</u>	<u>85.52%</u>
GRANTS:				
GRANTS DEP FRDAP - RECREATION	400,000	231,398	168,602	57.85%
GRANTS - MISC	0	0	0	0.00%
SPECIAL EVENTS & DONATIONS	2,000	1,010	990	50.50%
SUB TOTAL GRANTS	<u>402,000</u>	<u>232,408</u>	<u>169,592</u>	<u>57.81%</u>
TRANSFERS:				
INTERFUND TRANS-GEN FUND	204,878	102,439	102,439	50.00%
INTERFUND TRANS SALES TAX	228,000	0	228,000	0.00%
SUB TOTAL TRANSFERS	<u>432,878</u>	<u>102,439</u>	<u>330,439</u>	<u>23.66%</u>
TOTAL REVENUES	<u>1,061,766</u>	<u>489,916</u>	<u>571,850</u>	<u>46.14%</u>

GENERAL FUND EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL RECREATION EXPENDITURES				
PERSONNEL EXPENSES:				
REGULAR SALARIES & WAGES	135,000	30,990	104,010	22.96%
PART TIME SALARIES & WAGES	41,000	33,734	7,266	82.28%
OVERTIME	250	0	250	0.00%
FICA TAXES	13,484	4,933	8,551	36.58%
RETIREMENT CONTRIBUTIONS	20,991	7,471	13,520	35.59%
LIFE & HEALTH INSURANCE	19,379	11,305	8,074	58.33%
WORKER'S COMPENSATION	4,864	3,648	1,216	75.00%
	234,968	92,080	142,888	39.19%
OPERATING EXPENSES:				
PROFESSIONAL SERVICES	1,000	0	1,000	0.00%
CLEANING CONTRACT	1,000	2,850	(1,850)	285.00%
TRAVEL & EDUCATION	1,000	0	1,000	0.00%
COMMUNICATIONS & FREIGHT	2,500	1,125	1,375	44.98%
UTILITY SERVICES	30,000	15,881	14,119	52.94%
RENTALS & LEASES	1,000	1,145	(145)	114.49%
INSURANCE	22,298	16,724	5,574	75.00%
REPAIRS & MAINTENANCE	20,000	4,288	15,712	21.44%
PROMOTIONAL ACT-PUB NOTICE	2,000	731	1,269	36.55%
OTHER CURRENT OBLIGATION	10,000	0	10,000	0.00%
OPERATING SUPPLIES	52,000	27,643	24,357	53.16%
BOOKS, SUBSCRIP & PUBLICATION	2,500	400	2,100	16.00%
BANK SERVICE CHARGE	5,500	4,164	1,336	75.71%
	150,798	74,949	75,849	49.70%
SUB TOTAL OPERATING EXPENSES	<u>385,766</u>	<u>167,029</u>	<u>218,737</u>	<u>43.30%</u>
CAPITAL IMPROVEMENTS:				
LAND	0	0	0	0.00%
BUILDINGS	143,000	0	143,000	0.00%
INFRASTRUCTURE	50,000	0	50,000	0.00%
MACHINERY & EQUIPMENT	435,000	231,398	203,602	53.19%
WORK IN PROGRESS (WIP)	0	0	0	0.00%
SUB TOTAL CAPITAL EXPENSES	<u>628,000</u>	<u>231,398</u>	<u>396,602</u>	<u>36.85%</u>
DONATIONS:				
SPECIAL EVENTS	40,000	10,759	29,241	26.90%
AID TO PRIVATE ORGANIZATION	8,000	8,000	0	100.00%
SUB TOTAL DONATIONS	<u>48,000</u>	<u>18,759</u>	<u>29,241</u>	<u>39.08%</u>
TOTAL EXPENDITURES	<u>1,061,766</u>	<u>417,185</u>	<u>644,581</u>	<u>39.29%</u>
REVENUES	1,061,766	489,916	571,850	46.14%
EXPENDITURES	<u>1,061,766</u>	<u>417,185</u>	<u>644,581</u>	<u>39.29%</u>
(OVER) UNDER	0	<u>72,731</u>	<u>(72,731)</u>	

GENERAL FUND REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL FIRE REVENUE				
GRANTS FORESTRY 50/50 - FIRE	0	0	0	0.00%
NASSAU COUNTY - FIRE	0	0	0	0.00%
FIRE PROTECTION SERVICES	0	0	0	0.00%
SURPLUS MATERIALS - FIRE	0	0	0	0.00%
HVFD DONATIONS	0	1,200	(1,200)	0.00%
MISCELLANEOUS REVENUE - FIRE	0	0	0	0.00%
	<u>0</u>	<u>1,200</u>	<u>(1,200)</u>	<u>0.00%</u>
TRANSFERS:				
INTERFUND TRANS-GEN FUND	69,332	34,666	34,666	50.00%
INTERFUND TRANS SALES TAX	15,800	0	15,800	0.00%
SUB TOTAL TRANSFERS	<u>85,132</u>	<u>34,666</u>	<u>50,466</u>	<u>40.72%</u>
TOTAL REVENUES	<u>85,132</u>	<u>35,866</u>	<u>49,266</u>	<u>42.13%</u>

GENERAL FUND EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL FIRE EXPENDITURES				
OPERATING EXPENSES:				
WORKER'S COMPENSATION	4,864	3,648	1,216	75.00%
REIMBURSEMENT EXPENSE	4,250	4,247	3	99.93%
COMMUNICATIONS & FREIGHT	2,500	866	1,634	34.66%
UTILITY SERVICES	2,500	1,206	1,294	48.22%
RENTALS & LEASES	0	0	0	0.00%
INSURANCE	22,298	16,974	5,324	76.12%
REPAIRS & MAINTENANCE	16,200	5,777	10,423	35.66%
OPERATING SUPPLIES	8,520	1,946	6,574	22.84%
BOOKS, SUBSCRIP & PUBLIC	8,200	1,803	6,397	21.99%
SUB TOTAL OPERATING EXPENSES	<u>69,332</u>	<u>36,466</u>	<u>32,866</u>	<u>52.60%</u>
CAPITAL IMPROVEMENTS:				
LAND	0	0	0	0.00%
BUILDINGS	0	0	0	0.00%
INFRASTRUCTURE	0	0	0	0.00%
MACHINERY & EQUIPMENT	15,800	0	15,800	0.00%
WORK IN PROGRESS (WIP)	0	0	0	0.00%
DOCUMENTS & MATERIALS	0	0	0	0.00%
SUB TOTAL CAPITAL EXPENSES	<u>15,800</u>	<u>0</u>	<u>15,800</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>85,132</u>	<u>36,466</u>	<u>48,666</u>	<u>42.84%</u>
REVENUES	85,132	35,866	49,266	42.13%
EXPENDITURES	<u>85,132</u>	<u>36,466</u>	<u>48,666</u>	<u>42.84%</u>
(OVER) UNDER	<u>0</u>	<u>(600)</u>	<u>600</u>	

GENERAL FUND REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL AIR PARK REVENUES				
FEDERAL GRANTS:				
GRANTS FAA - AIRPARK	887,545	0	887,545	0.00%
SUB TOTAL FEDERAL GRANTS	<u>887,545</u>	<u>0</u>	<u>887,545</u>	<u>0.00%</u>
STATE GRANTS:				
GRANTS DOT - AIRPARK	880,000	11,567	868,433	1.31%
SUB TOTAL STATE GRANTS	<u>880,000</u>	<u>11,567</u>	<u>868,433</u>	<u>1.31%</u>
MISC REVENUES:				
HILLIARD AVIATION - AIRPARK	0	10,000	(10,000)	0.00%
SURPLUS MATERIALS - AP	0	0	0	0.00%
MISCELLANEOUS REVENUE - AP	0	0	0	0.00%
SUB TOTAL MISC	<u>0</u>	<u>10,000</u>	<u>(10,000)</u>	<u>0.00%</u>
TOTAL REVENUES	<u>1,767,545</u>	<u>21,567</u>	<u>1,745,978</u>	<u>1.22%</u>

GENERAL FUND EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL AIR PARK EXPENDITURES				
CAPITAL IMPROVEMENTS:				
LAND	1,374,845	11,567	1,363,279	0.84%
BUILDINGS	340,000	0	340,000	0.00%
INFRASTRUCTURE	36,000	0	36,000	0.00%
MACHINERY & EQUIPMENT	16,700	0	16,700	0.00%
WORK IN PROGRESS (WIP)	0	0	0	0.00%
DOCUMENTS & MATERIALS	0	0	0	0.00%
SUB TOTAL CAPITAL EXPENSES	<u>1,767,545</u>	<u>11,567</u>	<u>1,755,979</u>	<u>0.65%</u>
RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>1,767,545</u>	<u>11,567</u>	<u>1,755,979</u>	<u>0.65%</u>
REVENUES	1,767,545	21,567	1,745,978	1.22%
EXPENDITURES	<u>1,767,545</u>	<u>11,567</u>	<u>1,755,979</u>	<u>0.65%</u>
(OVER) UNDER	<u>0</u>	<u>10,001</u>	<u>(10,001)</u>	

GENERAL FUND TOTALS	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
GENERAL FUND REVENUES				
CASH CARRY FORWARD	<u>250,492</u>	<u>0</u>	<u>250,492</u>	<u>0.00%</u>
GENERAL GOVERNMENT REVENUE	1,704,608	821,190	883,418	48.17%
GENERAL STREETS REVENUE	779,401	262,588	516,813	33.69%
GENERAL RECREATION REVENUE	1,061,766	489,916	571,850	46.14%
GENERAL FIRE REVENUE	85,132	35,866	49,266	42.13%
GENERAL AIR PARK REVENUES	1,767,545	21,567	1,745,978	1.22%
	<u>5,398,452</u>	<u>1,631,127</u>	<u>3,767,325</u>	<u>30.21%</u>
GENERAL FUND REVENUES TOTAL	<u>5,398,452</u>	<u>1,631,127</u>	<u>3,767,325</u>	<u>30.21%</u>
GENERAL FUND EXPENDITURES				
GENERAL GOVERNMENT EXPENDITURES	1,704,608	853,105	851,503	50.05%
GENERAL STREETS EXPENDITURES	779,401	222,146	557,255	28.50%
GENERAL RECREATION EXPENDITURES	1,061,766	417,185	644,581	39.29%
GENERAL FIRE EXPENDITURES	85,132	36,466	48,666	42.84%
GENERAL AIR PARK EXPENDITURES	1,767,545	11,567	1,755,979	0.65%
GENERAL FUND EXPENDITURES TOTAL	<u>5,398,452</u>	<u>1,540,469</u>	<u>3,857,983</u>	<u>28.54%</u>
GENERAL FUND REVENUES TOTAL	<u>5,398,452</u>	<u>1,631,127</u>	<u>3,767,325</u>	<u>30.21%</u>
GENERAL FUND EXPENDITURES TOTAL	<u>5,398,452</u>	<u>1,540,469</u>	<u>3,857,983</u>	<u>28.54%</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>0</u>	<u>90,658</u>	<u>(90,658)</u>	

**CAPITAL IMPROVEMENTS PLAN FUND
REVENUES AND EXPENDITURES
AS OF MARCH 31, 2023
50% OF YEAR**

CAPITAL IMPROVEMENTS FUND REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
CASH CARRY FORWARD	<u>614,550</u>	<u>0</u>	<u>614,550</u>	0.00%
CAPITAL REVENUES				
DISCRETIONARY SALES TAX	468,108	281,872	186,236	60.22%
INTEREST INCOME SBA	3,500	11,473	(7,973)	327.81%
	<u>471,608</u>	<u>293,345</u>	<u>178,263</u>	<u>62.20%</u>
TOTAL REVENUES	<u>1,086,158</u>	<u>293,345</u>	<u>792,813</u>	<u>27.01%</u>

CAPITAL IMPROVEMENTS FUND EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
BANK SERVICE CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
TRANSFER TO GEN GOV'T	95,753	57,112	38,641	59.65%
TRANSFER TO STREETS	239,220	1,440	237,780	0.60%
TRANSFER TO RECREATION	228,000	0	228,000	0.00%
TRANSFER TO FIRE	15,800	0	15,800	0.00%
TRANSFER TO WATER & SEWER	507,385	148,561	358,824	29.28%
TRANSFER TO AIRPARK	0	0	0	0.00%
	<u>1,086,158</u>	<u>207,113</u>	<u>879,045</u>	<u>19.07%</u>
RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>1,086,158</u>	<u>207,113</u>	<u>879,045</u>	<u>19.07%</u>
REVENUES	1,086,158	293,345	792,813	27.01%
EXPENDITURES	<u>1,086,158</u>	<u>207,113</u>	<u>879,045</u>	<u>19.07%</u>
(OVER) UNDER	<u>0</u>	<u>86,232</u>	<u>(86,232)</u>	

**SPECIAL REVENUE FUND
REVENUES AND EXPENDITURES
AS OF MARCH 31, 2023
50% OF YEAR**

SPECIAL REVENUE REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
LOCAL OPTION GAS TAX REVENUES				
LOCAL OPTION GAS TAX (6 CENTS)	132,695	60,529	72,166	45.61%
LOCAL OPTION GAS TAX (5 CENTS)	88,177	41,783	46,394	47.39%
	<u>220,872</u>	<u>102,311</u>	<u>118,561</u>	<u>46.32%</u>
TOTAL REVENUES	<u>220,872</u>	<u>102,311</u>	<u>118,561</u>	<u>46.32%</u>

SPECIAL REVENUE EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
INTERFUND TRANSFERS	0	0	0	
RESERVE	<u>220,872</u>	<u>0</u>	<u>220,872</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>220,872</u>	<u>0</u>	<u>220,872</u>	<u>0.00%</u>
REVENUES	220,872	102,311	118,561	46.32%
EXPENDITURES	<u>220,872</u>	<u>0</u>	<u>220,872</u>	<u>0.00%</u>
(OVER) UNDER	<u>0</u>	<u>102,311</u>	<u>(102,311)</u>	

**ENTERPRISE FUND
REVENUES AND EXPENDITURES
AS OF MARCH 31, 2023
50% OF YEAR**

ENTERPRISE FUND REVENUES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
CASH CARRY FORWARD	<u>253,783</u>	<u>0</u>	<u>253,783</u>	<u>0.00%</u>
WATER & SEWER REVENUE				
WATER UTILITY REVENUE	542,778	259,730	283,048	47.85%
SEWER UTILITY REVENUE	555,690	267,036	288,654	48.05%
TAP-ON FEES - W&S	86,500	1,700	84,800	1.97%
TRANSFER FEES - W&S	500	0	500	0.00%
TURN ON/OFF FEES - W&S	8,000	4,250	3,750	53.13%
WATER LINE EXTENSION FEES	20,000	521	19,479	2.61%
SEWER LINE EXTENSION FEE	30,000		30,000	0.00%
RECONNECT FEE - W&S	300	150	150	50.00%
INTEREST INCOME SBA	10,000	37,466	(27,466)	374.66%
INTEREST INCOME CKG	100	91	9	90.92%
LEASE - WATER TOWER	18,889	18,889	(0)	100.00%
SYSTEM DEVELOPMENT CHARGES	0	1,218	(1,218)	0.00%
SURPLUS MATERIALS - W&S	1,000		1,000	0.00%
NSF FEES - W&S	200	150	50	75.00%
PENALTIES - W&S	40,000	20,253	19,747	50.63%
METER TAMPERING FEES - W&S	0	0	0	0.00%
CONVENIENCE CHARGE	8,000	5,806	2,194	72.57%
MISCELLANEOUS REVENUE - W&S	0	(247)	247	0.00%
ANNUAL ROYALTIES	0	36	(36)	0.00%
W&S SINGLE LOT	0	500	(500)	0.00%
W&S INVESTIGATION	0	4,068	(4,068)	0.00%
W&S SEPTIC TANK EXCEPTION	0	250	(250)	0.00%
W&S NC ROW PERMIT	0	0	0	0.00%
	<u>1,321,957</u>	<u>621,867</u>	<u>700,090</u>	<u>47.04%</u>
GRANTS:				
GRANTS USDA RD - W&S	0	0	0	0.00%
GRANTS DEP LEG CBIR - W&S	40,000	0	40,000	0.00%
GRANTS DEP LEG CBIR - W&S	609,000	12,000	597,000	1.97%
CDBG - WM & GENERATOR	0	0	0	0.00%
SUB TOTAL GRANTS	<u>649,000</u>	<u>12,000</u>	<u>637,000</u>	<u>1.85%</u>
TRANSFERS:				
TRANS FROM GENERAL	0	0	0	0.00%
TRANS FROM SALES TAX	507,385	148,561	358,824	29.28%
SUB TOTAL TRANSFERS	<u>507,385</u>	<u>148,561</u>	<u>358,824</u>	<u>29.28%</u>
TOTAL REVENUES	<u>2,732,125</u>	<u>782,428</u>	<u>1,949,697</u>	<u>28.64%</u>

ENTERPRISE FUND EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
WATER & SEWER EXPENDITURES				
PERSONNEL EXPENSES:				
REGULAR SALARIES & WAGES	403,791	191,117	212,674	47.33%
OVERTIME	16,000	7,005	8,995	43.78%
FICA TAXES	32,115	14,696	17,419	45.76%
RETIREMENT CONTRIBUTIONS	49,997	23,596	26,401	47.20%
LIFE & HEALTH INSURANCE	155,032	90,435	64,597	58.33%
WORKER'S COMPENSATION	4,864	3,648	1,216	75.00%
	661,799	330,498	331,301	49.94%
OPERATING EXPENSES:				
PROFESSIONAL SERVICES	42,000	15,719	26,281	37.43%
ACCOUNTING & AUDITING	19,000	1,483	17,518	7.80%
WASTE DISPOSAL	20,000	8,250	11,750	41.25%
TRAVEL & EDUCATION	4,000	0	4,000	0.00%
COMMUNICATIONS & FREIGHT	24,000	12,636	11,364	52.65%
WATER PLANT ELECTRICITY	20,000	9,884	10,116	49.42%
SEWER PLANT ELECTRICITY	75,000	39,109	35,891	52.14%
RENTALS & LEASES	5,000	178	4,822	0.00%
INSURANCE	22,298	16,724	5,574	75.00%
REPAIRS & MAINTENANCE	170,000	107,823	62,177	63.43%
PROMOTIONAL ACT-PUBLIC NOTICE	1,000	0	1,000	0.00%
OTHER CURRENT OBLIGATIONS	5,000	0	5,000	0.00%
OPERATING SUPPLIES	260,000	131,980	128,020	50.76%
BOOKS, SUBSCRIP & PUBLICATIONS	12,000	9,533	2,467	79.44%
INTEREST EXPENSE BONDS	121,643	0	121,643	0.00%
BANK SERVICE CHARGES	8,000	9,864	(1,864)	123.30%
	808,941	363,181	445,760	44.90%
SUB TOTAL OPERATING EXPENSES	<u>1,470,740</u>	<u>693,679</u>	<u>777,062</u>	<u>47.17%</u>
CAPITAL IMPROVEMENTS:				
LAND	27,500	27,500	0	100.00%
BUILDINGS	8,000	0	8,000	0.00%
INFRASTRUCTURE	999,000	133,061	865,939	13.32%
MACHINERY & EQUIPMENT	121,885	0	121,885	0.00%
WORK IN PROGRESS (WIP)	0	0	0	0.00%
SUB TOTAL CAPITAL EXPENSES	<u>1,156,385</u>	<u>160,561</u>	<u>995,824</u>	<u>13.88%</u>

ENTERPRISE FUND EXPENDITURES	ORIGINAL BUDGET	FY 2021/2022 ACTUAL	(OVER) UNDER BUDGET	% OF BUDGET
WATER & SEWER EXPENDITURES				
NON OPERATING				
AMORTIZATION EXPENSE	0	0	0	0.00%
DEPRECIATION EXPENSE	0	0	0	0.00%
BAD DEBT EXPENSE	0	0	0	0.00%
RESERVE	95,000	0	95,000	0.00%
SUB TOTAL NON OPERATING EXPENSE	<u>95,000</u>	<u>0</u>	<u>95,000</u>	<u>0.00%</u>
DONATIONS:				
AID TO PRIVATE ORGANIZATION	10,000	10,000	0	100.00%
SUB TOTAL DONATIONS	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>100.00%</u>
TOTAL EXPENDITURES	<u>2,732,125</u>	<u>864,240</u>	<u>1,867,885</u>	<u>31.63%</u>
REVENUES	2,732,125	782,428	1,949,697	28.64%
EXPENDITURES	<u>2,732,125</u>	<u>864,240</u>	<u>1,867,885</u>	<u>31.63%</u>
(OVER) UNDER	<u>0</u>	<u>(81,812)</u>	<u>81,812</u>	



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: May 13, 2023

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council approval to use Capital Funds for the extra funds expended to complete the Town Hall Park & Oxford Street Park FRDAP Grant Improvements.

BACKGROUND:

The Town was awarded two park grants from the Florida Department of Environmental Protection, Florida Recreation Development Assistance Program. Both parks had several activities in which the grants were approved for funding, that are required to be completed to be reimbursed the \$200,000 per grant. FRDAP grants consist of activities that are listed as either primary or support with the primary requiring 51% of the funds expended.

With the Town Hall Park this was a challenge due to the cost of the restroom building, parking, security lighting, park sign and grant writer costs falling under support. The Oxford Street Park required additional pool replacements items that were not discovered until after the initially approved work was being done. The pool filtration system was originally budgeted under capital for the fiscal year 2022/2023, by doing this work under the FRDAP Grant there was a capital budget savings of \$20,000.

FINANCIAL IMPACT:

Town Hall Park	FRDAP Costs \$200,000.00	Capital Costs Request \$9,610.91
Oxford Street Park	FRDAP Costs \$200,000.00	Capital Costs Request \$5,599.74

RECOMMENDATION:

Town Council approval of capital funds to be used in the amount of \$15,210.65, for the completion of both the Town Hall Park and Oxford Street Park.

DETAIL LISTING					PAGE: 1		
FUND		1	GENERAL FUND				
				PERIOD TO USE:		Oct-2022	THRU Sept-2023
DEPT		4	PARKS/RECREATION				
POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION===== VEND INV/JE #	NOTE	AMOUNT	BALANCE
	-4	57264		MACHINERY & EQUIPMENT			
				BEGINNING BALANCE			0
12/1/2022	30-Nov	A36264	CHK: 048215	04000 FRED FOX ENTERPRISES, IN 00428 OXFORD1		3,000.00	3,000.00
12/1/2022	30-Nov	A36265	CHK: 048215	04000 FRED FOX ENTERPRISES, IN 00428 TOWNHALL1		3,000.00	6,000.00
			=====	DECEMBER ACTIVITY DB: 6,000.00 CR: 0.00		6,000.00	
1/5/2023	4-Jan	A36466	CHK: 048306	04033 HOBBS TRACTOR SERVICES, 00572 0710		3,550.00	9,550.00
1/5/2023	4-Jan	A36467	CHK: 048306	04033 HOBBS TRACTOR SERVICES, 00572 0711		450	10,000.00
1/5/2023	4-Jan	A36483	CHK: 048311	04033 MAE CONTRACTING LLC 1 2022-330		7,750.00	17,750.00
1/5/2023	4-Jan	A36484	CHK: 048312	04033 MAE CONTRACTING LLC 1 2022-331		44,010.00	61,760.00
1/19/2023	19-Jan	A36619	CHK: 048360	04054 COURT SURFACES 1 1549		1,975.00	63,735.00
			=====	JANUARY ACTIVITY DB: 57,735.00 CR: 0.00		57,735.00	
2/2/2023	2-Feb	A36627	CHK: 048386	04056 BUG OUT PEST CONTROL 00013 17702617		250	63,985.00
2/2/2023	2-Feb	A36677	CHK: 048380	04056 AMAZON CAPITOL SERVICES 00616 1HVV-X3CM-H1JC		564.85	64,549.85
2/2/2023	2-Feb	A36678	CHK: 048380	04056 AMAZON CAPITOL SERVICES 00616 1N6J-FKRH-3J3X		599.98	65,149.83
2/2/2023	2-Feb	A36693	CHK: 048384	04056 BIG Z POOL SERVICE, LLC 1 3447		19,906.42	85,056.25
2/2/2023	2-Feb	A36694	CHK: 048385	04056 BIG Z POOL SERVICE, LLC 1 3448		21,060.36	106,116.61
2/16/2023	16-Feb	A36761	CHK: 048434	04066 BUG OUT PEST CONTROL 00013 17702622		250	106,366.61
2/16/2023	16-Feb	A36819	CHK: 048438	04066 COURT SURFACES 1 1563		7,005.00	113,371.61
			=====	FEBRUARY ACTIVITY DB: 49,636.61 CR: 0.00		49,636.61	
3/2/2023	1-Mar	A36937	CHK: 048511	04078 NICNEVOL ENGINEERING SER 1 032369-01		450	113,821.61
3/2/2023	1-Mar	A36938	CHK: 048503	04078 MAE CONTRACTING, LCC 1 2023-05-COMMERCIAL		10,936.00	124,757.61
3/2/2023	1-Mar	A36939	CHK: 048504	04078 MAE CONTRACTING, LLC 1 2023-06-COMMERCIAL		15,267.00	140,024.61
3/2/2023	1-Mar	A36942	CHK: 048490	04078 CXT INCORPORATED 1 90057190		82,217.73	222,242.34
3/16/2023	16-Mar	A37007	CHK: 048543	04088 OXFORD STREET PARK 00040 02282023		284.99	222,527.33
3/16/2023	16-Mar	A37007	CHK: 048543	04088 TOWN HALL PARK 00040 02282023		629.22	223,156.55
3/16/2023	16-Mar	A37027	CHK: 048553	04088 OSPREY I & E INCORPORATE 00568 2023-57		4,700.00	227,856.55
3/16/2023	16-Mar	A37041	CHK: 048545	04088 POOL - OXFORD STREET PAR 00682 1211		1,055.50	228,912.05
3/16/2023	16-Mar	A37041	CHK: 048545	04088 PICNIC - OXFORD STREET P 00682 1211		1,055.50	229,967.55
3/16/2023	16-Mar	A37048	CHK: 048534	04088 DON CARTER PLUMBING, INC 1 202303141521		1,430.00	231,397.55
3/22/2023	30-Mar		CREDIT CARD	LD BUILDING CALLAHAN, FL		290.79	231,688.34
3/23/2023	30-Mar		CREDIT CARD	GLOBAL INDUSTRIAL		1,658.84	233,347.18
			=====	MARCH ACTIVITY DB: 119,975.57 CR: 0.00		119,975.57	

4/6/2023	6-Apr	A37167	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 14D9-69PD-4LN1	959.96	234,307.14	P	PICNIC PAVILION - TRASH CANS
4/6/2023	6-Apr	A37167	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 14D9-69PD-4LN1	959.96	235,267.10		PICNIC PAVILION - TRASH CANS
4/6/2023	6-Apr	A37171	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 1K9H-1WKP-D91D	2,018.10	237,285.20	P	PICNIC PAVILION - PICNIC TABLES
4/6/2023	6-Apr	A37171	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 1K9H-1WKP-D91D	2,018.09	239,303.29		PICNIC PAVILION - PICNIC TABLES
4/6/2023	6-Apr	A37176	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 1T9J-VGVM-CC36	199.99	239,503.28	S	BIKE RACK
4/6/2023	6-Apr	A37201	CHK: 048586	04099 BIG Z POOL SERVICE, LLC 1 11829	19,906.40	259,409.68		SPLASH PAD
4/6/2023	6-Apr	A37202	CHK: 048584	04099 ANGEL'S PINE STRAW, LLC 1 1247	722.5	260,132.18	P	NATURE TRAIL
4/6/2023	6-Apr	A37203	CHK: 048612	04099 LD BUILDINGS 1 202303221523	2,282.46	262,414.64		SPLASH PAD
4/6/2023	6-Apr	A37205	CHK: 048608	04099 KEELCO, INC 1 31558	31,667.94	294,082.58		PARKING LOT
4/6/2023	6-Apr	A37207	CHK: 048609	04099 KOMPAN, INC 1 INV115503	11,990.80	306,073.38	P	SWING SET
4/6/2023	6-Apr	A37208	CHK: 048610	04099 KOMPAN, INC 1 INV115657	1,520.24	307,593.62		ADA SWING
4/6/2023	6-Apr	A37269	CHK: 048633	04114 ACP INTERNATIONAL/SA-SO 1 23-01753	2,716.00	310,309.62		SOLAR LIGHTS
4/6/2023	6-Apr	A37270	CHK: 048634	04114 ACP INTERNATIONAL/SA-SO 1 23-01754	2,716.00	313,025.62	S	SOLAR LIGHTS
4/6/2023	6-Apr	A37271	CHK: 048635	04114 ACP INTERNATIONAL/SA-SO 1 23-01756	1,460.00	314,485.62	S	SOLAR LIGHTS
4/20/2023	20-Apr	A373319	CHK: 048646	04124 CHAD BROCK ENTERPRISES, INC.00541 13272	16,600.00	331,085.62		N.SOCCER FIELD
4/20/2023	20-Apr	A37338	CHK: 048642	04124 BIG Z POOL SERVICE, LLC 1 11831	21,060.35	352,145.97		SWIMMING POOL
4/20/2023	20-Apr	A37340	CHK: 048658	KEELCO, INC. 1 31564	23,000.00	375,145.97	P	BIKE TRAIL-LOOK OUT
4/20/2023	20-Apr	A37340	CHK: 048658	KEELCO, INC. 1 31564	6,000.00	381,145.97	S	ADA PKG
4/20/2023	20-Apr	A37341	CHK: 048659	KEELCO, INC. 1 31579	5,100.00	386,245.97		STRIPING & WHEEL STOPS
4/20/2023	20-Apr	A37342	CHK: 048660	KOMPAN, INC. 1 INV115905	6,003.93	392,249.90	P	EXERCISE TRAIL EQUIPMENT
4/20/2023	20-Apr	A37343	CHK: 048661	KOMPAN, INC. 1 INV115907	5,790.80	398,040.70	P	PLAYGROUND EQUIPMENT
4/26/2023	26-Apr	A37391	CHK: 048680	MD GRAPHICS 00405 2637	1,184.00	399,224.70	S	MD SIGNS PARK SIGN - ENTERANCE
4/26/2023	26-Apr	A37391	CHK: 048680	MD GRAPHICS 00405 2637	58.00	399,282.70	P	MD SIGNS PARK SIGN - EXERCISE
4/26/2023	26-Apr	A37391	CHK: 048680	MD GRAPHICS 00405 2637	58.00	399,340.70	P	MD SIGNS PARK SIGN - HISTORICAL
4/26/2023	26-Apr	A37395	CHK: 048676	FIRST COAST MULCH 1 4920	3,900.00	403,240.70		FIRST COAST MULCH - PLAYGROUND
4/28/2023	28-Apr	A37405	CHK: 048695	HAGAN ACE HARDWARE 00040 336170/5	800.00	404,040.70	P	ACE WOOD PICNIC TABLES
4/28/2023	28-Apr	A37406	CHK: 048694	BIG Z POOL SERVICE 1 36332	1,850.00	405,890.70		BIG Z POOL SERVICE - REPAIRS
4/28/2023	28-Apr	A37407	CHK: 048696	RANDYS HAULING & SITE PREP 1 898	2,250.00	408,140.70	S	3 LOADS CRUSH CRETE
			=====	APRIL ACTIVITY DB: 174,793.52 CR: 0.00	174,793.52			
5/4/2023	3-May	A37407	CHK: 048739	RANDYS HAULING & SITE PREP 1 866	1,750.00	409,890.70	P	10 LOADS OF DIRT
5/18/2023	17-May		CHK: 000000	BIG Z POOL SERVICE, LLC	3,688.99	413,579.69		REPLACE SAND FILTER
5/18/2023	17-May		CHK: 000000	BIG Z POOL SERVICE, LLC	1,258.00	414,837.69		REPLACE SAND FILTER
5/18/2023	17-May		CHK: 000000	ACE HARDWARE	303.04	415,140.73	P	NATURE TRAIL MISC ACE HARDWARE
5/18/2023	17-May		CHK: 000000	ACE HARDWARE	69.92	415,210.65		SECURITY LIGHTS MISC ACE HARDWARE
			=====	MAY ACTIVITY DB: 7,069.95 CR: 0.00	7,069.95			
			=====	ACCOUNT TOTAL DB: 415,210.65 CR: 0.00				

				TOTAL PROJECT - TOWN HALL PARK PH I		
				P = PRIMARY \$104,003.19		
				S = SUPPORT \$105,607.72		
				TOTAL \$209,610.91		
				FRDAP GRANT FUNDS TOTAL - TOWN HALL PARK PH I		
				P = PRIMARY \$102,000.00		
				S = SUPPORT \$98,000.00		
				\$200,000.00		
				CAPITAL FUNDS TOTAL - TOWN HALL PARK PH I		
				P = PRIMARY \$2,003.19		
				S = SUPPORT \$7,607.72		
				\$9,610.91		

DETAIL LISTING					PAGE: 1		
FUND		1	GENERAL FUND				
				PERIOD TO USE:		Oct-2022	THRU Sept-2023
DEPT		4	PARKS/RECREATION				
POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION===== VEND INV/JE #	NOTE	AMOUNT	BALANCE
	-4	57264		MACHINERY & EQUIPMENT			
				BEGINNING BALANCE			0
12/1/2022	30-Nov	A36264	CHK: 048215	04000 FRED FOX ENTERPRISES, IN 00428 OXFORD1		3,000.00	3,000.00 S GRANT WRITING
12/1/2022	30-Nov	A36265	CHK: 048215	04000 FRED FOX ENTERPRISES, IN 00428 TOWNHALL1		3,000.00	6,000.00 GRANT WRITING
			=====	DECEMBER ACTIVITY DB: 6,000.00 CR: 0.00		6,000.00	
1/5/2023	4-Jan	A36466	CHK: 048306	04033 HOBBS TRACTOR SERVICES, 00572 0710		3,550.00	9,550.00 PICNIC PAVILION
1/5/2023	4-Jan	A36467	CHK: 048306	04033 HOBBS TRACTOR SERVICES, 00572 0711		450	10,000.00 PICNIC PAVILION
1/5/2023	4-Jan	A36483	CHK: 048311	04033 MAE CONTRACTING LLC 1 2022-330		7,750.00	17,750.00 P PICNIC PAVILION
1/5/2023	4-Jan	A36484	CHK: 048312	04033 MAE CONTRACTING LLC 1 2022-331		44,010.00	61,760.00 PICNIC PAVILION
1/19/2023	19-Jan	A36619	CHK: 048360	04054 COURT SURFACES 1 1549		1,975.00	63,735.00 P BASKETBALL/PICKELBALL COURT
			=====	JANUARY ACTIVITY DB: 57,735.00 CR: 0.00		57,735.00	
2/2/2023	2-Feb	A36627	CHK: 048386	04056 BUG OUT PEST CONTROL 00013 17702617		250	63,985.00 PICNIC PAVILION
2/2/2023	2-Feb	A36677	CHK: 048380	04056 AMAZON CAPITOL SERVICES 00616 1HVV-X3CM-H1JC		564.85	64,549.85 P SOCCER GOALS
2/2/2023	2-Feb	A36678	CHK: 048380	04056 AMAZON CAPITOL SERVICES 00616 1N6J-FKRH-3J3X		599.98	65,149.83 P SOCCER GOALS
2/2/2023	2-Feb	A36693	CHK: 048384	04056 BIG Z POOL SERVICE, LLC 1 3447		19,906.42	85,056.25 P SPLASH PAD
2/2/2023	2-Feb	A36694	CHK: 048385	04056 BIG Z POOL SERVICE, LLC 1 3448		21,060.36	106,116.61 P SWIMMING POOL
2/16/2023	16-Feb	A36761	CHK: 048434	04066 BUG OUT PEST CONTROL 00013 17702622		250	106,366.61 P PICNIC PAVILION
2/16/2023	16-Feb	A36819	CHK: 048438	04066 COURT SURFACES 1 1563		7,005.00	113,371.61 P BASKETBALL/PICKELBALL COURT
			=====	FEBRUARY ACTIVITY DB: 49,636.61 CR: 0.00		49,636.61	
3/2/2023	1-Mar	A36937	CHK: 048511	04078 NICNEVOL ENGINEERING SER 1 032369-01		450	113,821.61 RESTROOM BLDG W/FOUNTAIN
3/2/2023	1-Mar	A36938	CHK: 048503	04078 MAE CONTRACTING, LCC 1 2023-05-COMMERCIAL		10,936.00	124,757.61 P PICNIC PAVILION
3/2/2023	1-Mar	A36939	CHK: 048504	04078 MAE CONTRACTING, LLC 1 2023-06-COMMERCIAL		15,267.00	140,024.61 P SWIMMING POOL
3/2/2023	1-Mar	A36942	CHK: 048490	04078 CXT INCORPORATED 1 90057190		82,217.73	222,242.34 RESTROOM BLDG W/FOUNTAIN
3/16/2023	16-Mar	A37007	CHK: 048543	04088 OXFORD STREET PARK 00040 02282023		284.99	222,527.33 P PAVILION MISC ACE HARDWARE
3/16/2023	16-Mar	A37007	CHK: 048543	04088 TOWN HALL PARK 00040 02282023		629.22	223,156.55 PAVILION MISC ACE HARDWARE
3/16/2023	16-Mar	A37027	CHK: 048553	04088 OSPREY I & E INCORPORATE 00568 2023-57		4,700.00	227,856.55 RESTROOM BLDG W/FOUNTAIN
3/16/2023	16-Mar	A37041	CHK: 048545	04088 POOL - OXFORD STREET PAR 00682 1211		1,055.50	228,912.05 P SWIMMING POOL CONCRETE
3/16/2023	16-Mar	A37041	CHK: 048545	04088 PICNIC - OXFORD STREET P 00682 1211		1,055.50	229,967.55 P PICNIC PAVILION CONCRETE
3/16/2023	16-Mar	A37048	CHK: 048534	04088 DON CARTER PLUMBING, INC 1 202303141521		1,430.00	231,397.55 RESTROOM BLDG W/FOUNTAIN
3/22/2023	30-Mar		CREDIT CARD	LD BUILDING CALLAHAN, FL		290.79	231,688.34 P SPLASH PAD
3/23/2023	30-Mar		CREDIT CARD	GLOBAL INDUSTRIAL		1,658.84	233,347.18 NATURE TRAIL
			=====	MARCH ACTIVITY DB: 119,975.57 CR: 0.00		119,975.57	

4/6/2023	6-Apr	A37167	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 14D9-69PD-4LN1	959.96	234,307.14	PICNIC PAVILION - TRASH CANS
4/6/2023	6-Apr	A37167	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 14D9-69PD-4LN1	959.96	235,267.10	P PICNIC PAVILION - TRASH CANS
4/6/2023	6-Apr	A37171	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 1K9H-1WKP-D91D	2,018.10	237,285.20	PICNIC PAVILION - PICNIC TABLES
4/6/2023	6-Apr	A37171	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 1K9H-1WKP-D91D	2,018.09	239,303.29	P PICNIC PAVILION - PICNIC TABLES
4/6/2023	6-Apr	A37176	CHK: 048581	04099 AMAZON CAPITOL SERVICES 00616 1T9J-VGVM-CC36	199.99	239,503.28	BIKE RACK
4/6/2023	6-Apr	A37201	CHK: 048586	04099 BIG Z POOL SERVICE, LLC 1 11829	19,906.40	259,409.68	P SPLASH PAD
4/6/2023	6-Apr	A37202	CHK: 048584	04099 ANGEL'S PINE STRAW, LLC 1 1247	722.5	260,132.18	NATURE TRAIL
4/6/2023	6-Apr	A37203	CHK: 048612	04099 LD BUILDINGS 1 202303221523	2,282.46	262,414.64	P SPLASH PAD
4/6/2023	6-Apr	A37205	CHK: 048608	04099 KEELCO, INC 1 31558	31,667.94	294,082.58	S PARKING LOT
4/6/2023	6-Apr	A37207	CHK: 048609	04099 KOMPAN, INC 1 INV115503	11,990.80	306,073.38	SWING SET
4/6/2023	6-Apr	A37208	CHK: 048610	04099 KOMPAN, INC 1 INV115657	1,520.24	307,593.62	P ADA SWING
4/6/2023	6-Apr	A37269	CHK: 048633	04114 ACP INTERNATIONAL/SA-SO 1 23-01753	2,716.00	310,309.62	S SOLAR LIGHTS
4/6/2023	6-Apr	A37270	CHK: 048634	04114 ACP INTERNATIONAL/SA-SO 1 23-01754	2,716.00	313,025.62	SOLAR LIGHTS
4/6/2023	6-Apr	A37271	CHK: 048635	04114 ACP INTERNATIONAL/SA-SO 1 23-01756	1,460.00	314,485.62	SOLAR LIGHTS
4/20/2023	20-Apr	A373319	CHK: 048646	04124 CHAD BROCK ENTERPRISES, INC.00541 13272	16,600.00	331,085.62	P N.SOCCER FIELD
4/20/2023	20-Apr	A37338	CHK: 048642	04124 BIG Z POOL SERVICE, LLC 1 11831	21,060.35	352,145.97	P SWIMMING POOL
4/20/2023	20-Apr	A37340	CHK: 048658	KEELCO, INC. 1 31564	23,000.00	375,145.97	BIKE TRAIL-LOOK OUT
4/20/2023	20-Apr	A37340	CHK: 048658	KEELCO, INC. 1 31564	6,000.00	381,145.97	ADA PKG
4/20/2023	20-Apr	A37341	CHK: 048659	KEELCO, INC. 1 31579	5,100.00	386,245.97	S STRIPING & WHEEL STOPS
4/20/2023	20-Apr	A37342	CHK: 048660	KOMPAN, INC. 1 INV115905	6,003.93	392,249.90	EXERCISE TRAIL EQUIPMENT
4/20/2023	20-Apr	A37343	CHK: 048661	KOMPAN, INC. 1 INV115907	5,790.80	398,040.70	PLAYGROUND EQUIPMENT
4/26/2023	26-Apr	A37391	CHK: 048680	MD GRAPHICS 00405 2637	1,184.00	399,224.70	MD SIGNS PARK SIGN - ENTERANCE
4/26/2023	26-Apr	A37391	CHK: 048680	MD GRAPHICS 00405 2637	58.00	399,282.70	MD SIGNS PARK SIGN - EXERCISE
4/26/2023	26-Apr	A37391	CHK: 048680	MD GRAPHICS 00405 2637	58.00	399,340.70	MD SIGNS PARK SIGN - HISTORICAL
4/26/2023	26-Apr	A37395	CHK: 048676	FIRST COAST MULCH 1 4920	3,900.00	403,240.70	P FIRST COAST MULCH - PLAYGROUND
4/28/2023	28-Apr	A37405	CHK: 048695	HAGAN ACE HARDWARE 00040 336170/5	800.00	404,040.70	ACE WOOD PICNIC TABLES
4/28/2023	28-Apr	A37406	CHK: 048694	BIG Z POOL SERVICE 1 36332	1,850.00	405,890.70	P BIG Z POOL SERVICE - REPAIRS
4/28/2023	28-Apr	A37407	CHK: 048696	RANDYS HAULING & SITE PREP 1 898	2,250.00	408,140.70	3 LOADS CRUSH CRETE
			=====	APRIL ACTIVITY DB: 174,793.52 CR: 0.00	174,793.52		
5/4/2023	3-May	A37407	CHK: 048739	RANDYS HAULING & SITE PREP 1 866	1,750.00	409,890.70	10 LOADS OF DIRT
5/18/2023	17-May		CHK: 000000	BIG Z POOL SERVICE, LLC	3,688.99	413,579.69	P REPLACE SAND FILTER
5/18/2023	17-May		CHK: 000000	BIG Z POOL SERVICE, LLC	1,258.00	414,837.69	P REPLACE SAND FILTER
5/18/2023	17-May		CHK: 000000	ACE HARDWARE	303.04	415,140.73	NATURE TRAIL MISC ACE HARDWARE
5/18/2023	17-May		CHK: 000000	ACE HARDWARE	69.92	415,210.65	S SECURITY LIGHTS MISC ACE HARDWARE
			=====	MAY ACTIVITY DB: 7,069.95 CR: 0.00	7,069.95		
			=====	ACCOUNT TOTAL DB: 415,210.65 CR: 0.00			

				TOTAL PROJECT - OXFORD STREET PARK PH IV		
				P = PRIMARY \$163,045.88		
				S = SUPPORT \$42,553.86		
				TOTAL \$205,599.74		
				FRDAP GRANT FUNDS TOTAL - OXFORD STREET PARK PH IV		
				P = PRIMARY \$157,446.14		
				S = SUPPORT \$42,553.86		
				TOTAL \$200,000.00		
				CAPITAL FUNDS TOTAL - OXFORD STREET PARK PH IV		
				P = PRIMARY \$5,599.74		
				S = SUPPORT \$0.00		
				TOTAL \$5,599.74		

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers
15859 West County Road 108
Post Office Box 249
Hilliard, FL 32046

TOWN COUNCIL MEMBERS

John P. Beasley, Mayor
Kenny Sims, Council President
Lee Pickett, Council Pro Tem
Joe Michaels, Councilman
Jared Wollitz, Councilman
Dallis Hunter, Councilman

ADMINISTRATIVE STAFF

Lisa Purvis, Town Clerk
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

HILLIARD PLANNING AND ZONING BOARD MEETING

BOARD MEMBERS

Harold "Skip" Frey, Chair
Wendy Prather, Vice Chair
Josetta Lawson
Charles Reed
Kevin Webb

ADMINISTRATIVE STAFF

Lee Anne Wollitz
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

THURSDAY, MAY 04, 2023, 6:00 PM

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor John Beasley
Council President Kenny Sims
Council Pro Tem Lee Pickett
Councilman Jared Wollitz
Councilman Dallis Hunter
Councilman Joe Michaels
Planning & Zoning Board Chair Harold "Skip" Frey
Planning & Zoning Board Vice Chair Wendy Prather - TEAMS
Planning & Zoning Board Member Charles Reed
Planning & Zoning Board Member Kevin Webb
Town Clerk Lisa Purvis
Public Works Director Richie Rowe
Land Use Administrator Lee Anne Wollitz

ABSENT

Planning & Zoning Board Member Josetta Lawson
Parks & Recreation Director Gabe Whittenburg
Town Attorney Christian Waugh
Planning & Zoning Board Attorney Mary Norberg

WORKSHOP

ITEM-1 Town Council and Planning and Zoning Board to be presented the Cosmos Trail Project and provide feedback.

Lee Anne Wollitz – Land Use Administrator

Courtney Gaver, Rogers Towers, P.A., introduces her client, Loft Investment Holding, LLC, who is the owner of the property in question. The team includes Lisa Massis, CEO, Joseph Brennan, CEO, Elliot Sealcove, CEO, Harmony Bazzell, Vice President of Business Development, and Kyle Davis, Engineer with Baker Design Build.

Courtney Gaver, Rogers Towers, P.A., presents a PowerPoint Presentation. The following items regarding Hilliard Cosmos are discussed:

- Contract Purchaser/Applicant – Loft Investment Holdings, LLC
- Agent – Rogers Towers, P.A.
- Team – Baker Design Build (Kyle F. Davis, PE)
- Hilliard Cosmos is approximately 20.87 +/- acres located Northeast of US Highway 1
- Current FLUM – Medium Density (Nassau County)
- Current Zoning – Open Rural (Nassau County)
- Anticipated Applications
 - Voluntary Annexation (Section 171.044, Florida Statutes)
 - Small Scale Future Land Use Map Amendment (FLUM) – High Density Residential (>6 to 12 units/acre) and Commercial; or Mixed Use.
 - Rezoning – Residential, Single Family and Multiple Family (R-3) and Commercial; or Planned Unit Development (PUD)
- Current Conceptual Site Plan
 - Residential Area - 18.91 +/- acres
 - Commercial Outparcels – 1.96 +/- acres
 - Units Shown – 280 units
 - Maximum MFU in HDR FLUM – 226 units
 - Each Building is 2-story and 10,000 square feet
 - 10 units at 1,000 square feet each; or
 - 20 units at 500 square feet each
 - Recreational Amenities – Park/open space, active jogging track, playground, 5,000 square foot clubhouse with community pool, pet park.

Lisa Massis with LOFTY Asset, states that her team is looking to do workforce housing, since there is a demand for one-bedroom apartments. States the one-bedroom pricing would be around \$995.00/month, and the 2 bedroom would be around \$1,495.00/month.

Mayor Beasley asks if the sewer plant could handle adding this project.

Councilman Wollitz states the sewer improvements would be up to the developer to pay for.

Land Use Administrator Wollitz states the engineer has said yes, there is capacity.

Councilman Hunter states the developer should consider doing a Planned Unit

Development for this project.

Planning & Zoning Board Member Prather asks if capacity takes into consideration Whisper Ridge and Greenbrier.

Land Use Administrator Wollitz states yes, it does take into account those two projects.

Councilman Wollitz states that the Town needs one and two bedroom apartments, and states they should be on School Concurrency. Asks if the developer has considered combining the sewer pipe with Greenbrier.

Councilman Hunter asks about amenities.

Courtney Gaver, Rogers Towers, P.A., states that would be part of the PUD process, if they go that route.

Courtney Gaver, Rogers Towers, P.A., states there would be 12 units per acre, making the project High Density. Asks if the Town would offer a Density Bonus.

Council President Sims asks about the enclave.

Courtney Gaver, Rogers Towers, P.A., states that she has spoken to other properties about annexing into the Town to not create an enclave.

ADDITIONAL COMMENTS

Timothy Fisk, 27146 West First Avenue, Hilliard, asks about cost difference between annexing versus not annexing.

Courtney Gaver, Rogers Towers, P.A., answers there are tax differences between the County mileage rate and the Town mileage rate. Further states it is quite expensive to annex due to paying attorney fees and application fees.

Lisa Massis with LOFTY Asset states that multifamily generally only allows for a single meter for Water & Sewer, so the cost of using Town utilities without annexation would be absorbed by the residents of the project. Further states there are benefits to both, but also costs to both.

Planning & Zoning Board Member Prather asks if the developers have considered using a large property that is already within the Town limits for this project.

Lisa Massis with LOFTY Asset answers yes, but has been denied by the owners.

Allison McCullough, 291209 Penny Haddock Road, Hilliard, asks about perpetuity.

Lisa Massis with LOFTY Asset answers no, due to inflation.

ADJOURNMENT

Motion to adjourn at 6:38 p.m.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Pickett.

Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this _____ day of _____, _____ by the Hilliard Town Council,
Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers
15859 West County Road 108
Post Office Box 249
Hilliard, FL 32046

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Lisa Purvis, Town Clerk
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, MAY 04, 2023, 7:00 PM

NOTICE TO PUBLIC

Anyone wishing to address the Town Council regarding any item on this agenda is requested to complete an agenda item sheet in advance and give it to the Town Clerk. The sheets are located next to the printed agendas in the back of the Council Chambers. Speakers are respectfully requested to limit their comments to three (3) minutes. A speaker's time may not be allocated to others.

PLEDGE OF CIVILITY

WE WILL BE RESPECTFUL OF ONE ANOTHER
EVEN WHEN WE DISAGREE.

WE WILL DIRECT ALL COMMENTS TO THE ISSUES.

WE WILL AVOID PERSONAL ATTACKS.

"Politeness costs so little." – ABRAHAM LINCOLN

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor John Beasley
Council President Kenny Sims
Council Pro Tem Lee Pickett
Councilman Jared Wollitz
Councilman Dallis Hunter
Councilman Joe Michaels

PUBLIC HEARING

ITEM-1 2022 Small Cities Community Development Block Grant (CDBG)
Open Second Public Hearing
Explanation of Small Cities CDBG Program - Melissa Fox, Fred Fox Enterprises, Inc.

Melissa Fox, Fred Fox Enterprises, Inc., explains the purpose and the application the Town staff would like to submit to the Department of Economic Opportunity in the Community Development Block Grant Neighborhood Revitalization Category for \$700,000.00, with a \$50,000.00 match.

Call for Public Comment
No public comment.

Close Second Public Hearing at 7:05 p.m.

Motion made by Councilman Michaels, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

TOWN COUNCIL ACTION

Town Council action regarding staff recommendation of continuing water line replacement.

Motion made by Councilman Michaels, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

MAYOR **To call on members of the audience wishing to address the Council on matters not on the Agenda.**

Shane Bray, Commander of Veterans of Foreign Wars Post 10095, thanks Mayor Beasley for his participation in the VFW's Painting with the Stars event. Further states that Mayor Beasley raised over \$700.00 for Wounded Warriors.

Shane Bray, Commander of Veterans of Foreign Wars Post 10095 also recognized and thanked County Commissioner Allison McCullough, who participated in the event.

Mayor Beasley states this event was out of his comfort zone, and he originally thought he was going to be judging the paintings, not participating in painting.

Shane Bray, Commander of Veterans of Foreign Wars Post 10095, states the event raised almost \$5,000.00 for various charities.

Timothy Fisk, 27146 West First Avenue, Hilliard, states that the Town should, by State Law, post signs around Town regarding Golf Carts.

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

Item-11 Town Council to set a Workshop to discuss Tourism.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Item-12 Town Council to discuss purchasing a Christmas Tree for future Town Events.

Motion made by Councilman Hunter, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-3 Town Council adoption of Resolution No. 2023-08, Authorizing the Implementation of the Long-Term and Short-Term Objectives of the Town of Hilliard Community Development Plan.
Lisa Purvis, MMC – Town Clerk

Melissa Fox, Fred Fox Enterprises, Inc., explains Resolution.

Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-4 Town Council adoption of Resolution No. 2023-09, Authorizing the use of \$50,000.00 of the Town of Hilliard funding as leverage for the Small Cities Neighborhood Revitalization Community Development Block Grant Application.
Lisa Purvis, MMC – Town Clerk

Melissa Fox, Fred Fox Enterprises, Inc., explains Resolution.

Motion made by Council President Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-5 Town Council adoption of Resolution No. 2023-10, Authorizing the submission of an application for the Small Cities Community Development Block Grant to the Florida Department of Economic Opportunity for Federal Fiscal Year 2022.
Lisa Purvis, MMC – Town Clerk

Melissa Fox, Fred Fox Enterprises, Inc., explains Resolution.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-6 Town Council discussion regarding the Food Sovereignty Proposal submitted by Ms. Mary Godwin.
Lisa Purvis, MMC – Town Clerk

Mary Godwin, 3775 Lorena Drive, Hilliard, explains food sovereignty and advises she has volunteers to help set up a Workshop to teach individuals how to grow their own food, and the process to trade and sell.

Councilman Wollitz advises she should address the County.

- ITEM-7 Town Council approval to contract with Kynex, Inc. in the amount of \$15,000.00 each, for the Joint Fireworks Display with the Town of Callahan to be held at the Northeast Florida Fairgrounds on Saturday, July 1, 2023.
John P. Beasley – Mayor

Councilman Wollitz states he would like to look at moving the Fireworks Display to July 4th, for future events.

Mayor Beasley states he wants to have a Workshop with the Town of Callahan and others to discuss.

Council agree to have Mayor Beasley reach out to the Town of Callahan for dates to hold a Joint Workshop to discuss the Fireworks Display.

Motion made by Council President Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-8 Town Council approval to set workshop for the Annual Financial Statements, September 30, 2022, Preliminary & Tentative Review.
Lisa Purvis, MMC – Town Clerk

Motion made to set workshop for Tuesday, May 16, 2023, at 6:00 p.m.

Motion made by Councilman Hunter, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-9 Town Council approval of the Minutes from the April 20, 2023, Workshop and April 20, 2023, Regular Meeting.
Lisa Purvis, MMC - Town Clerk

Motion made by Council Pro Tem Pickett, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-10 Town Council approval of Ag-Pro Companies, Payable through April 25, 2023, Project Name: John Deer Tractor in the amount of \$66,548.87.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$66,458.87.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ADDED ITEMS

- ITEM-11 Town Council to set a Workshop with Amelia Island Convention and Visitors Bureau, to discuss tourism, and County Manager Taco Pope and his team, for an update on the Westside Regional Park.

Motion made to set Workshop for Thursday, May 18, 2023, at 6:00 p.m.

Motion made by Councilman Wollitz, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-12 Town Council discussion regarding purchasing a Town Christmas Tree for Annual Events.

Councilman Hunter states his contact at Holiday Design's has quoted an 18' fully decorated tree for \$11,625.00, which is \$1,000.00 cheaper than the other offers the Town has received. States the offer is good until the end of May 2023.

Further states shipping is not included in the price, but the tree is located 4 hours away in Gainesville, Georgia.

Motion made to table item until the Thursday, May 18, 2023, Regular Meeting.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ADDITIONAL COMMENTS

PUBLIC

No comment.

MAYOR & TOWN COUNCIL

Councilman Wollitz States that the Hilliard Volunteer Fire Department completed all their hose tests today and pictures have been posted onto the Town's Facebook page.

Mayor Beasley states there were several people from Hilliard included in 40 over 40 in the Nassau County Record, including him, Parks & Recreation Director Gabe Whittenburg, Parks & Recreation Staff Member Myron Saunders, and Marella Hunter. Also states the Council and some staff went to Tallahassee last Wednesday, and they were able to speak the with Senator and Representative and were recognized on the Senate and House floor. Further thanks to the Nassau County Economic Development Board for hosting the Town at their booth. Further states there will be a Pizza Party for Junior Beta as a thanks for helping with the Town Clean up on Friday, May 12, 2023, at Hilliard Elementary School, and he will be in attendance.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Public Works Director, Ritchie Rowe

ABSENT

Parks & Recreation Director, Gabe Whittenburg (at Soccer practice)

TOWN ATTORNEY

Town Attorney Waugh assures the citizens of Hilliard that they can drive their Golf Carts in the Town of Hilliard without the signs posted. Further states there is no set rule for when the signs have to go up, but rather whatever is reasonable.

ADJOURNMENT

Motion made to adjourn at 7:49 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this _____ day of _____, _____ by the Hilliard Town Council,
Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

ALAN JAY FLEET SALES

ITEM-14

Toll Free 800-252-6529 Direct 863-402-4234

INVOICE # FPF191148
DATE 12-Apr-23

SOLD TO: HILLIARD, TOWN OF						
SELLING DEALER ALAN JAY CHEVROLET CADILLAC					General Information	
STREET ADDRESS PO BOX 249					Sourcewell (Formerly NJPA)	
CITY HILLIARD		STATE FL	ZIP CODE 32046		2023 091521-NAF & 060920-NAF	
FLA. SALES TAX EXEMPTION #		PHONE NUMBER (904) 327-8250	FAX NUMBER		SPECIFICATION NUMBER (if applicable) 69	
CUSTOMER PURCHASE ORDER NUMBER 20221021CH						
CUST ID:					www.nationalautofleetgroup.com	
YEAR	MAKE	MODEL	CAR	KEY CODE	ORDER #	SALESPERSON
2023	GMC	TC20903 1SA		Z2570	BRDRMH	WILSON, C.
VIN			COLOR		DESCRIPTION	SALE
1GT39LE76 PF191148			WHITE			
OPTIONAL EQUIPMENT & ACCESSORIES					BASE PRICE	
EXTERIOR COLOR SUMMIT WHITE WITH JET BLACK VINYL INTERIOR.					GAZ H2G	\$0.00
Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD) Transmission, 6-speed automatic, heavy-duty (STD) (Requires (L8T) 6.6L V8 gas engine.)					L8T MYD	\$0.00
2 ADDITIONAL KEYS FACTORY CUT DEALER PROGRAMMED					5H1	\$145.00
LPO, BLACK ASSIST STEP.					VQO	\$490.00
Fleet Convenience Package REG CAB CHASSIS includes (AQQ) Remote Keyless Entry, (K34) cruise control and (DBG) outside power-adjustable vertical trailing with heated upper glass mirrors, (AXG) power windows, express up/down driver, (AED) power windows, express down passenger and (AU3) power door locks(Requires a Fleet or Government order type. Not available with (PCI) Convenience Package.)					ZLQ	\$1,395.00
FRONT LICENSE PLATE BRACKET FACTORY ORDERED					VK3	\$0.00
FACTORY OPTIONS						\$2,030.00
TEMP TAG NOT REQUESTED, CUSTOMER WILL HANDLE THEIR OWN TAG WORK.					NO-TEMP	\$0.00
PREMIER 8' SRW FLAT BED FOR 56" CA includes 44" Headboard W/ Punched Window, 12" O/C Crossmembers 3/16" smooth floor, one piece construction, and ICC Bumper. (Includes 2nd stage MSO, weight slip, & final-stage manufacturers completed vehicle certification.)					PTC 880SFB	\$4,940.00
Class V trailer hitch for flat beds 20K rating 2" receiver tube.					PTC CLV-FB	\$680.00
7 way flat camper trailer wiring					PTC 7/4WIRE	\$180.00
24X18X18 Steel under body tool box, installed.					PTC BOX24-UB	\$440.00
24X18X18 Steel under body tool box, installed.					PTC BOX24-UB	\$440.00
(4) Federal Signal MicroPulse Ultra dual color with (2) mounted in grille and (2) mounted to rear of vehicle. Amber/White					FS MPS62U-4 AW	\$705.00
Remove and re-install factory camera from tailgate.					CAMERA RR	\$260.00
ELECTRIC BRAKE CONTROLLER (Dealer Installed)					PTC EBC	\$285.00



INVOICE #	FPF191148
DATE	12-Apr-23

NJPA-HILLIARD, TOWN OF-TK20903 1SA_41042-INV_FPF191148.PDF

ALAN JAY FLEET SALES

ITEM-15

Toll Free 800-252-6529 Direct 863-402-4234

INVOICE # FPG140767

DATE 05-May-23

SOLD TO: HILLIARD, TOWN OF			
SELLING DEALER ALAN JAY CHEVROLET CADILLAC		General Information	
STREET ADDRESS PO BOX 249		Sourcewell (Formerly NJPA)	
CITY HILLIARD	STATE FL	ZIP CODE 32046	2023 091521-NAF & 060920-NAF
FLA. SALES TAX EXEMPTION #	PHONE NUMBER (904) 327-8250	FAX NUMBER	SPECIFICATION NUMBER (if applicable) 92
CUSTOMER PURCHASE ORDER NUMBER 20221205-01GW			
CUST ID:			www.nationalautofleetgroup.com

YEAR	MAKE	MODEL	CAR	KEY CODE	ORDER #	SALESPERSON
2023	CHEVY	CC18903 1WT		Z5124	BRGB2C	WILSON, C.
VIN		COLOR		DESCRIPTION		SALE
3GCNAAEK0 PG140767		WHITE				

OPTIONAL EQUIPMENT & ACCESSORIES	BASE PRICE	
EXTERIOR COLOR SUMMIT WHITE WITH JET BLACK VINYL INTERIOR.	GAZ H2G	\$0.00
Engine, 2.7L Turbo with Transmission, 8-speed automatic, electronically controlled, also requires the following add options; (310 hp [231 kW] @ 5600 rpm, 348 lb-ft of torque [471 Nm] @ 1500 rpm)(Requires (PEB) WT Value Package, (PCV) WT Convenience Package or (PEF) Work Truck 2.7L Fleet Package, (H1T) or (HOU) Jet Black cloth interior, (C4P) semi-automatic air conditioning, (UE1) OnStar, (KI4) 120-volt power outlet and (KC9) 120-volt bed mounted power outlet.Includes (MQE) 8-speed automatic transmission and (KW5) 220-amp alternator. Included with (PEF) Work Truck 2.7L Fleet Package. Not available with (Z71) Z71 Off-Road Package, (PQA) WT Safety Package, (UD7) Rear Park Assist, (VYU) Snow Plow Prep Package or (ZW9) pickup bed delete.)*GROSS*	L3B MQE	\$0.00
BLUE TOOTH (STD)	BT	\$0.00
Fleet Convenience Package (When (ZW9) pickup bed delete is ordered tailgates will be deleted) includes (K34) cruise control(Not available with (PCI) Convenience Package or (PEB) Pro Value Package. Available to upgrade to (DPO) outside power-adjustable vertical trailering mirrors.Includes (QT5) Lift power lock and release tailgate when (HOU) Jet Black interior trim is ordered.and is not available with (HOU) Jet Black interior trim.)	ZLQ	\$220.00
FACTORY BACK UP CAMERA(STD).	BUC	\$0.00
FACTORY OPTIONS		\$220.00
TEMP TAG NOT REQUESTED, CUSTOMER WILL HANDLE THEIR OWN TAG WORK.	NO-TEMP	\$0.00
HD Scorpion spray on bed liner (long bed) under rail.	HD SOB LG	\$700.00
CONTRACT OPTIONS		\$700.00

TRADE IN		
YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~		

REMIT PAYMENT TO:		
Alan Jay Fleet Sales	FEID #	
P.O. BOX 9200 SEBRING, FL 33871-9200	59-3533025	
	Tire & Battery Fee	\$6.50
	SALES TAX	EXEMPT
	TOTAL	\$33,623.00

NJPA-HILLIARD, TOWN OF-CC10903 1WT_42536-INV_FPG140767.PDF

Page 1 of 1

ALAN JAY FLEET SALES

Sourcewell
Formerly NJPA

ITEM-15

Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)	DIRECT 863-385-9610	WWW.ALANJAY.COM	42536-1
Corporate Office 2003 U.S. 27 South Sebring, FL 33870	MOBILE 904-838-4999	Mailing Address P.O. BOX 9200 Sebring, FL 33871-9200	
	FAX 863-402-4221		

ORIGINAL QUOTE DATE
11/17/2022

QUICK QUOTE SHEET

REVISED QUOTE DATE
11/17/2022

REQUESTING AGENCY	HILLIARD, TOWN OF
CONTACT PERSON	CORY HOBBS
PHONE	904-327-8250
	MOBILE
	FAX
EMAIL	kdcarroll@townofhilliard.com

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2023 091521-NAF & 060920-NAF www.NationalAutoFleetGroup.com

MODEL	CC10903 1WT	MSRP	\$35,800.00
	2023 CHEVY SILVERADO 1500 REGULAR CAB 2WD 8' BED WORK TRUCK 140" WB		

CUSTOMER ID	BASE VEHICLE PRICE	\$32,703.00
-------------	--------------------	-------------

BED LENGTH	8' BED
------------	--------

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS

	DESCRIPTION	
GAZ H2G	EXTERIOR COLOR SUMMIT WHITE WITH JET BLACK VINYL INTERIOR.	\$0.00
L3B MQE	Engine, 2.7L Turbo with Transmission, 8-speed automatic, electronically controlled, also requires the following add options; (310 hp [231 kW] @ 5600 rpm, 348 lb-ft of torque [471 Nm] @ 1500 rpm)(Requires (PEB) WT Value Package, (PCV) WT Convenience Package or (PEF) Work Truck 2.7L Fleet Package, (H1T) or (HOU) Jet Black cloth interior, (C4P) semi-automatic air conditioning, (UE1) OnStar, (KI4) 120-volt power outlet and (KC9) 120-volt bed mounted power outlet. Includes (MQE) 8-speed automatic transmission and (KW5) 220-amp alternator. Included with (PEF) Work Truck 2.7L Fleet Package. Not available with (Z71) Z71 Off-Road Package, (PQA) WT Safety Package, (UD7) Rear Park Assist, (VYU) Snow Plow Prep Package or (ZW9) pickup bed delete.)*GROSS*	\$0.00
BT	BLUE TOOTH (STD)	\$0.00
ZLQ	Fleet Convenience Package (When (ZW9) pickup bed delete is ordered tailgates will be deleted) includes (K34) cruise control(Not available with (PCI) Convenience Package or (PEB) Pro Value Package. Available to upgrade to (DPO) outside power-adjustable vertical trailering mirrors. Includes (QT5) Lift power lock and release tailgate when (HOU) Jet Black interior trim is ordered. and is not available with (HOU) Jet Black interior trim.)	\$220.00
BUC	FACTORY BACK UP CAMERA(STD).	\$0.00

CONTRACT OPTIONS

	DESCRIPTION	
NO-TEMP	TEMP TAG NOT REQUESTED, CUSTOMER WILL HANDLE THEIR OWN TAG WORK.	\$0.00
HD SOB LG	HD Scorpion spray on bed liner (long bed) under rail.	\$700.00

CONTRACT OPTIONS \$700.00

TRADE IN

VEHICLE TOTAL	\$32,923.00
MSRP DISCOUNT	12.9%
ACCESSORY TOTAL	\$700.00
CUSTOMER PRICE	\$33,623.00

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~ \$0.00

TOTAL COST LESS TRADE IN(S) QTY 1 \$33,623.00

Estimated Annual payments for 60 months paid in advance: \$7,530.17

Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

ORDERED UNIT VIN: [VIN NA]

VEHICLE QUOTED BY

CHRISTY SELF

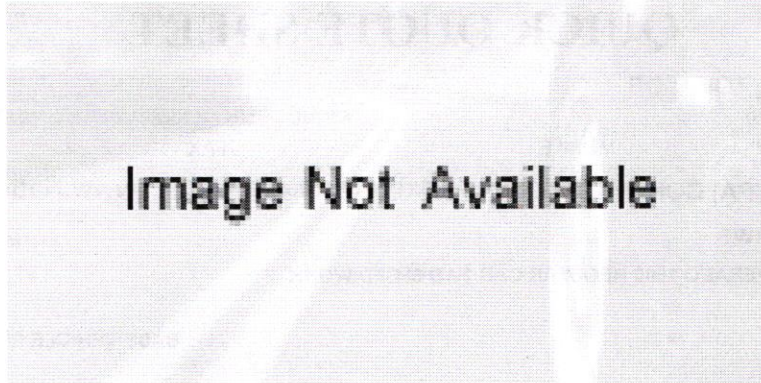
GOVERNMENT ACCOUNT MANAGER christy.self@alanjay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.
I am always happy to be of assistance.



Vehicle: [Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck (☒ Complete)



Note:Photo may not represent exact vehicle or selected equipment.

Window Sticker

SUMMARY

[Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck

MSRP:\$35,800.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 2.7L Turbo High-Output

Transmission, 8-speed automatic, electronically controlled

OPTIONS

CODE	MODEL	MSRP
CC10903	[Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck	\$35,800.00
OPTIONS		
1WT	Work Truck Preferred Equipment Group	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
E63	Durabed, pickup bed	\$0.00
FE9	Emissions, Federal requirements	\$0.00
GAZ	Summit White	\$0.00
GU6	Rear axle, 3.42 ratio	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00

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Data Version: 16803. Data Updated: Jun 27, 2022 6:50:00 PM PDT.



Vehicle: [Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck (Complete)

K34	Cruise control, electronic	Inc.	
L3B	Engine, 2.7L Turbo High-Output		\$0.00
MQE	Transmission, 8-speed automatic, electronically controlled		\$0.00
QBN	Tires, 255/70R17 all-season, blackwall		\$0.00
QBR	Tire, spare 255/70R17 all-season, blackwall		\$0.00
R7N	Not Equipped with Steering Column Lock, see dealer for details		(\$50.00)
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel		\$0.00
VK3	License plate kit, front		\$0.00
VQ2	Fleet Processing Option		\$0.00
ZLQ	WT Fleet Convenience Package		\$225.00
—	Option/package discount		(\$1,500.00)
SUBTOTAL			\$34,475.00
Adjustments Total			\$0.00
Destination Charge			\$1,795.00
TOTAL PRICE			\$36,270.00

FUEL ECONOMY

Est City:19 (2022) MPG

Est Highway:22 (2022) MPG

Est Highway Cruising Range:622.60 mi

Standard Equipment

Package

Chevy Safety Assist includes (UHY) Automatic Emergency Braking, (UKJ) Front Pedestrian Braking, (UHX) Lane Keep Assist with Lane Departure Warning, (UE4) Following Distance Indicator, (UEU) Forward Collision Alert and (TQ5) IntelliBeam

Mechanical

Engine, 2.7L Turbo High-Output (310 hp [231 kW] @ 5600 rpm, 430 lb-ft of torque [583 Nm] @ 3000 rpm) (STD) (Not available with (Z71) Z71 Off-Road Package, (VYU) Snow Plow Prep Package or (ZW9) pickup bed delete.)

Transmission, 8-speed automatic, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (STD) (Included and only available with (L3B) 2.7L Turbo engine.)

Durabed, pickup bed (STD)

GVWR, 6800 lbs. (3084 kg) (Requires 2WD model with (L3B) 2.7L Turbo engine or Double Cab or Regular Cab Long Bed 2WD model and (L84) 5.3L EcoTec3 V8 engine.)

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Vehicle: [Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck (✔ Complete)

Mechanical

Rear axle, 3.42 ratio

Push Button Start

Automatic Stop/Start (Not available with (5W4) Special Services Package, (9C1) Police Pursuit Package or (FHS) E85 FlexFuel capability.)

Rear wheel drive

Battery, heavy-duty 730 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power

Alternator, 220 amps (Included with (L3B) 2.7L Turbo engine, (VYU) Snow Plow Prep Package, (5W4) Special Service Package or (9C1) Police Pursuit Package.)

Frame, fully-boxed, hydroformed front section

Suspension Package, Standard

Steering, Electric Power Steering (EPS) assist, rack-and-pinion

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill

Exhaust, single outlet

Exterior

Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)

Tires, 255/70R17 all-season, blackwall (STD)

Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)

Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare

Tire carrier lock, keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)

Bumpers, front, Black (semi-gloss)

Bumpers, rear, Black (semi-gloss)

CornerStep, rear bumper

Cargo tie downs (12), fixed rated at 500 lbs per corner (Deleted with (ZW9) pickup bed delete.)

Headlamps, halogen reflector with halogen Daytime Running Lamps

IntelliBeam, automatic high beam on/off

Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel (incandescent on Regular Cab models, LED on Crew Cab and Double Cab models)

Taillamps with incandescent tail, stop and reverse lights

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Vehicle: [Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck (🔧 Complete)

Exterior

Mirrors, outside heated power-adjustable (Standard on Regular Cab models. Included and only available with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package on Crew Cab and Double Cab models. When (PQA) WT Safety Package is ordered, includes (DP6) high gloss Black mirror caps.)

Glass, solar absorbing, tinted

Door handles, Black

Tailgate and bed rail protection cap, top

Tailgate, standard (Deleted with (ZW9) pickup bed delete.)

Tailgate, locking utilizes same key as ignition and door (Removed when (QT5) EZ Lift power lock and release tailgate is ordered.)

Tailgate, gate function manual, no EZ Lift (Deleted with (ZW9) pickup bed delete.)

Entertainment

Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, wired Apple CarPlay and Android Auto capable. (STD)

Audio system feature, 2-speaker system (Requires Regular Cab model.)

Bluetooth for phone, connectivity to vehicle infotainment system

Interior

Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)

Seat trim, Vinyl

Seat adjuster, driver 4-way manual

Seat adjuster, passenger 4-way manual

Floor covering, rubberized-vinyl (Not available with LPO floor liners.)

Steering wheel, urethane

Steering column, Tilt-Wheel, manual with wheel locking security feature

Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Driver Information Center, 3.5" diagonal monochromatic display

Exterior Temperature Display located in radio display

Window, power front, drivers express up/down

Window, power front, passenger express down

Door locks, power

Remote Keyless Entry, with 2 transmitters

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Vehicle: [Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck (✔ Complete)

Interior

Power outlet, front auxiliary, 12-volt
USB Ports, 2, Charge/Data ports located on instrument panel
Air conditioning, single-zone manual
Mirror, inside rearview, manual tilt
Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

Safety-Mechanical

Automatic Emergency Braking
Front Pedestrian Braking
StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Safety-Exterior

Daytime Running Lamps with automatic exterior lamp control

Safety-Interior

Airbags, dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
HD Rear Vision Camera (Deleted with (ZW9) pickup bed delete.)
Lane Keep Assist with Lane Departure Warning
Following Distance Indicator
Forward Collision Alert
Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings menu
Tire Pressure Monitoring System, auto learn includes Tire Fill Alert (does not apply to spare tire)

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Data Version: 16803. Data Updated: Jun 27, 2022 6:50:00 PM PDT.



Vehicle: [Fleet] 2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck (Complete)

WARRANTY

Warranty Note: <<< Preliminary 2023 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles

Maintenance Note: 1 Year/1 Visit

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Data Version: 16803. Data Updated: Jun 27, 2022 6:50:00 PM PDT.

Fleet Information

Primary FAN: 805799
 Bid Number:
 PO #: FDOC37778

End-User FAN:
 Bid Item #:

Model/Order Information

Model Year: 2023
 Distrib. Entity: FLT
 Allocation Group: CLDREG

Division: CHEVROLET
 Order Type: FNR - Fleet Commercial
 Model: CC10903 - 1500
 Silverado: LWB, 2WD,
 Reg Cab Pickup

MSRP: W/A
 Invoice: W/A
 GMS: W/A
 Supplier: W/A
 Request ID: BRGB2B

MSRP w/DFC †: W/A
 Invoice w/DFC †: W/A
 GMS w/DFC †: W/A
 Supplier w/DFC †: W/A

Event Description: 4B00 - Bayed
 Route:
 Carrier:

VIN: 3GCNAAEK0PG140767

Estimated Delivery: 04/03/2023
 Date:
 VIN Map: VINView

Incentives: † Lookup Incentives
 by VIN

Best Regards,

Josh Kuen

Fleet Operations Manager
 Alan Jay Automotive Network
 Office: 863-402-4285
 Fax: 863-402-4221
 Josh.Kuen@AlanJay.com
 Chevrolet Buick GMC Cadillac Ford Lincoln
 Chrysler Jeep Dodge Ram Toyota
 Kia Nissan Alfa Romeo Maserati

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Myra Cockerham

From: Gabe Whittenburg
Sent: Thursday, May 4, 2023 3:38 PM
To: Myra Cockerham
Subject: Fwd: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Sent from my iPhone

Begin forwarded message:

From: Josh Kuen <josh.kuen@alanjay.com>
Date: March 2, 2023 at 11:35:21 AM EST
To: Gabe Whittenburg <gwhittenburg@townofhilliard.com>, CHRISTY SELF <christy.self@alanjay.com>
Subject: RE: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

You don't often get email from josh.kuen@alanjay.com. [Learn why this is important](#)

Good Morning – Still showing bayed at the plant – ETA showing for April but its hard for me to trust that with status it is listed at.

From: Gabe Whittenburg <gwhittenburg@townofhilliard.com>
Sent: Thursday, March 02, 2023 11:00 AM
To: CHRISTY SELF <christy.self@alanjay.com>
Cc: Josh Kuen <josh.kuen@alanjay.com>
Subject: Re: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Emailing for a March touch base regarding any updates with the Truck.

Sent from my iPhone

On Feb 15, 2023, at 10:27 AM, CHRISTY SELF <christy.self@alanjay.com> wrote:

Gabe –

Continue to check back with us monthly and we will continue to check but until it starts moving, were basically on hold and standing by for any updates.

Thank you,

Christy Self

Alan Jay Automotive Network
(904) 838-4999

From: Josh Kuen <josh.kuen@alanjay.com>
Sent: Wednesday, February 15, 2023 10:00 AM
To: 'CHRISTY SELF' <christy.self@alanjay.com>; 'Gabe Whittenburg' <gwhittenburg@townofhilliard.com>
Subject: RE: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Good Morning Christy –

This one has been produced but is on either a chip or parts hold. Unfortunately we do not get any optics from GM on units at this event.

Best Regards,

Josh Kuen

Fleet Operations Manager
Alan Jay Automotive Network
Office: 863-402-4285
Fax: 863-402-4221
Josh.Kuen@AlanJay.com
Chevrolet Buick GMC Cadillac Ford Lincoln

Chrysler Jeep Dodge Ram Toyota
Kia Nissan Alfa Romeo Maserati

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From: CHRISTY SELF <christy.self@alanjay.com>
Sent: Wednesday, February 15, 2023 9:17 AM
To: 'Gabe Whittenburg' <gwhittenburg@townofhilliard.com>
Cc: 'Josh Kuen' <josh.kuen@alanjay.com>
Subject: RE: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Josh-
Will you please see if we have a locked in production date / eta for this truck order.

Q 42536

Thank you,

Christy Self
Alan Jay Automotive Network
(904) 838-4999

From: Gabe Whittenburg <gwhittenburg@townofhilliard.com>
Sent: Tuesday, February 14, 2023 1:42 PM
To: CHRISTY SELF <christy.self@alanjay.com>
Subject: Re: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Just reaching out to see where in the pipeline this is.

Sent from my iPhone

On Dec 8, 2022, at 8:10 AM, CHRISTY SELF <christy.self@alanjay.com> wrote:

Updated PO received and saved in our system.

Thank you,

Christy Self
Alan Jay Automotive Network

(904) 838-4999

From: Gabe Whittenburg <gwhittenburg@townofhilliard.com>
Sent: Wednesday, December 07, 2022 5:29 PM
To: CHRISTY SELF <christy.self@alanjay.com>
Cc: Payables <payables@townofhilliard.com>
Subject: RE: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Please see updated PO

Gabe Whittenburg
 Director, Parks & Recreation
 37516 Oxford Street
 Hilliard, FL 32046
 Office: 904.845.2733
 Cell: 904.314.3566

<image001.jpg>

From: CHRISTY SELF <christy.self@alanjay.com>
Sent: Wednesday, December 7, 2022 8:18 AM
To: Gabe Whittenburg <gwhittenburg@townofhilliard.com>
Cc: Payables <payables@townofhilliard.com>
Subject: RE: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Page 1 is the contract pricing. The pages to follow is the MSRP amount.
 No problem, I'll look for your change order.

Thank you,

Christy Self
 Alan Jay Automotive Network
 (904) 838-4999

From: Gabe Whittenburg <gwhittenburg@townofhilliard.com>
Sent: Tuesday, December 06, 2022 7:01 PM
To: CHRISTY SELF <christy.self@alanjay.com>
Cc: Payables <payables@townofhilliard.com>
Subject: Re: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

I wasn't entirely - if you need an amended PO I'll send an updated one in the morning. Page 3 of the quote was 36,210ish so I wasn't sure which was the correct price. Thank you for clarifying. I'll resend with \$33,623.

Sent from my iPhone

On Dec 6, 2022, at 5:23 PM, CHRISTY SELF

<christy.self@alanjay.com> wrote:

Good Afternoon,

Thank you for the PO, the amount is more than the quoted amount. I just want to confirm, you are aware, this truck total is per quote 42536-1 for \$33,623.

Thank you,

Christy Self

Alan Jay Automotive Network

(904) 838-4999

From: Gabe Whittenburg

<gwhittenburg@townofhilliard.com>

Sent: Monday, December 05, 2022 9:07 AM

To: christy.self@alanjay.com

Cc: Payables <payables@townofhilliard.com>

Subject: Town of Hilliard PO (2023 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck)

Good Morning,

I am attaching a PO in the amount of \$36,270, for the truck that you have been in correspondence with Corey Hobbs with for the Town of Hilliard. Please let me know if I need to provide anything additional.

Thank you,

Gabe Whittenburg

Director, Parks & Recreation

37516 Oxford Street

Hilliard, FL 32046

Office: 904.845.2733

Cell: 904.314.3566

<image001.jpg>

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<NJPA-HILLIARD TOWN OF-CC10903 1WT_42536-1_Quote (002).pdf>

<CAPITAL PARKS AND REC TRUCK PURCHASE ORDER.pdf>

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CANTRELL RAY REAL ESTATE, LLC

REAL ESTATE APPRAISALS AND CONSULTING



Matthew P. Ray, MAI
Heyward M. Cantrell, MAI
Sarah F. Pinkepank, MAI

Rikke L. Mihos-Russo

INVOICE

FEDERAL TAX I.D. #47-4209434

May 15, 2023

The Town of Hilliard, Florida
c/o Christian W. Waugh
Waugh Grant, PLLC
201 East Pine Street, Suite 315
Orlando, Orange County, Florida 32801

RE: Appraisal of the Three Properties –
Property 1: 371232 Eastwood Road (E. Vanzant)
Property 2: 371260 Eastwood Road (F. Geiger)
Property 3: 371118 Eastwood Road (J. Vanzant)
Hilliard, Nassau County, Florida
*Additional Consideration of Client's Request Relating to Quantitative Analysis
CRRE 6235.1 – 6235.3

FEE FOR APPRAISAL SERVICES:

\$ 2,500.00

PLEASE MAKE CHECKS PAYABLE TO: **CANTRELL RAY REAL ESTATE, LLC**

LAMPE, ROY & ASSOCIATES, INC.

APPRAISERS - CONSULTANTS

1912 Hamilton Street, Suite 204
Jacksonville, Florida 32210
(904) 388-7020
FAX (904) 388-9298

April 17, 2023

Lisa Purvis, MMC
Town Clerk
The Town of Hilliard
15859 County Road 108
Hilliard, FL 32046
lpurvis@townofhilliard.com

Review appraisals of three single-family residential properties appraised by Cantrell Ray Real Estate, LLC as of January 13, 2023:

Our File 5330 - 371232 Eastwood Road, Hilliard, FL	\$2,200
Our File 5331 - 371260 Eastwood Road, Hilliard, FL	\$2,200
Our File 5332 - 371118 Eastwood Road, Hilliard, FL	<u>\$2,200</u>
AMOUNT DUE:	<u>\$6,600</u>

JRL

Payment is appreciated upon receipt. Balances which remain unpaid for thirty days will accrue late fees at the rate of 1.5% per month.



INVOICE

ITEM-18

Moody Williams Appraisal Group
1300 Riverplace Blvd., Suite 640
Jacksonville, FL 32207

(904) 516-8900

Hilliard Town Clerk
C/O Sofie Bayer, Associa
Waugh Grant, PLLC
201 E. Pine Street, Suite 315
Orlando, Florida 32801

ATTENTION: Lisa Purvis

Invoice Number: **007563**

Invoice Date: 4/28/2023

Appraisal Number: 2023-1151

Type: C

Reviewer: JMW

PROFESSIONAL SERVICES RENDERED

AMOUNT

Appraisal
Improved Residential Land
371232 Eastwood Road
Hilliard, Nassau County, FL 32046

2,600.00

FEDERAL TAX ID # 84-4100717

Invoice Total: \$2,600.00

Retainers / Payments Received: \$0.00

Balance Due: \$2,600.00

PLEASE PAY FROM THIS INVOICE

TERMS: Net on Presentation. Monthly Finance Charge;1.5%

345