

# HILLIARD TOWN COUNCIL MEETING

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

## TOWN COUNCIL MEMBERS

Floyd L. Vanzant, Mayor  
John P. Beasley, Council President  
Kenny Sims, Council Pro Tem  
Lee Pickett, Councilman  
Jared Wollitz, Councilman  
Callie Kay Bishop, Councilwoman

## ADMINISTRATIVE STAFF

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

## TOWN ATTORNEY

Christian Waugh

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## AGENDA

**THURSDAY, OCTOBER 06, 2022, 7:00 PM**

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### 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. 2022-08 - Amend Comp Plan Property Rights Element  
Open Public Hearing

An Ordinance of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation amending the Comprehensive Plan by adding a New Property Rights Element; under the goals, objectives, and policies; and providing for an effective date.

***Town Attorney Waugh***

Call for Public Comment

Close Public Hearing on Ordinance No. 2022-08

### **REGULAR MEETING - 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.

## MAYOR

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

## REGULAR MEETING

**ITEM-2** Additions/Deletions to Agenda

**ITEM-3** Town Council to review and accept the Building Officials Quarterly Report for July 1, 2022, through September 30, 2022.

***Bryan Higginbotham, CBO - Building Official***

**ITEM-4** Town Council to review and accept the Code Enforcement Officers Quarterly Report for July 1, 2022, through September 30, 2022.

***Del Miley, FACE - Code Enforcement Officer***

**ITEM-5** Resolution No. 2022-12 - HMSH Homecoming Parade  
A Resolution authorizing the permitting of a Homecoming Parade for the local high school on both local and county roads, which includes County Road 108; responsibility for traffic control; for claims arising from such an event due to action on the part of or authorized by the Town; and providing for an effective date.

***Town Attorney Waugh***

Town Council to adopt Resolution No. 2022-12 authorizing the Hilliard Middle Senior High School Homecoming Parade on October 7, 2022, beginning at 3:00 p.m. Amending previously adopted Resolution No. 2022-12, changing the date and time only.

***Lisa Purvis, MMC - Town Clerk***

**ITEM-6** Resolution No. 2022-13 - Personnel Policy Manual  
A resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation; amending the Town of Hilliard Personnel Policy Manual as it relates to Emergency Closings; and providing for an effective date.

***Town Attorney Waugh***

Town Council to adopt Resolution No. 2022-13, amending the Town of Hilliard Personnel Policy Manual as it relates to Emergency Closings.

***Lisa Purvis, MMC - Town Clerk***

**ITEM-7** Resolution No. 2022-14 - Personnel Policy Manual  
A resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation; adopting a Town Policy regarding hunting on Town Property; amending the Town of Hilliard Personnel Policy Manual to ban hunting on Town Property; and providing for an effective date.

***Town Attorney Waugh***

Town Council to adopt Resolution No. 2022-14, amending the Town of Hilliard Personnel Policy Manual as it relates to Business Ethics and Conduct.

***Lisa Purvis, MMC - Town Clerk***

- ITEM-8** Town Council approval of the Minutes from the September 6, 2022, Workshop, the September 13, 2022, Joint Workshop, and the September 15, 2022, Public Hearing & Regular Meeting.  
*Lisa Purvis, MMC - Town Clerk*
- ITEM-9** Town Council approval of ADAPCO, Payable through September 14, 2022, Project Name: Mosquito Sprayer, in the amount of \$5,480.00.  
**CAPITAL FUNDED PROJECT LUMP SUM \$5,480.00**
- ITEM-10** Town Council approval of Dixon Tree and Lawn Service, Payable for Mow No. 7 through September 14, 2022, Project Name: Mowing of Town Right of Ways in the amount of \$8,750.00.  
**MAINTENANCE FUNDED PROJECT LUMP SUM CONTRACT \$70,000.00**
- ITEM-11** Town Council approval of Home Depot, Payable through September 30, 2022, Project Name: Town Hall Renovations in the amount of \$970.76.  
**CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$70,000.00**
- ITEM-12** Town Council approval of Vanzant Flooring, Inc., Payable through August 18, 2022, Project Name: Town Hall Renovations in the amount of \$14,317.52.  
**CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$70,000.00**
- ITEM-13** Town Council approval of Whitehouse Recycling, Payable through August 30, 2022, Project Name: Walker Street Drainage and Paving, in the amount of \$1,800.00.  
**CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$45,000.00**

#### **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](http://www.townofhilliard.com).

Live & recorded videos can be access at [www.youtube.com](http://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.

### **2022 HOLIDAYS**

#### **TOWN HALL OFFICES CLOSED**

- |                                  |                             |
|----------------------------------|-----------------------------|
| 1. Martin Luther King, Jr. Day   | Monday, January 17, 2022    |
| 2. Memorial Day                  | Monday, May 30, 2022        |
| 3. Independence Day Monday       | Monday, July 4, 2022        |
| 4. Labor Day                     | Monday, September 5, 2022   |
| 5. Veterans Day                  | Friday, November 11, 2022   |
| 6. Thanksgiving Day              | Thursday, November 24, 2022 |
| 7. Friday after Thanksgiving Day | Friday, November 25, 2022   |

8. Christmas Eve	Friday, December 23, 2022
9. Christmas Day	Monday, December 26, 2022
10. New Year's Eve	Friday, December 30, 2022
11. New Year's Day	Monday, January 2, 2023

**ORDINANCE NO. 2022 - 08**

**AN ORDINANCE OF THE TOWN OF HILLIARD AMENDING THE  
COMPREHENSIVE PLAN BY ADDING A NEW PROPERTY  
RIGHTS ELEMENT; UNDER THE GOALS, OBJECTIVES, AND  
POLICIES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Section 163.3167, Florida Statutes, requires the Town of Hilliard to maintain a Comprehensive Plan to guide its future development and growth; and

**WHEREAS**, Section 163.3177(6)(i)1., Florida Statutes, requires the Town of Hilliard Comprehensive Plan to include a Property Rights Element; and

**WHEREAS**, The Town of Hilliard respects judicially acknowledged and constitutionally protected private property rights; and

**WHEREAS**, The Town of Hilliard respects the rights of all people to participate in land use planning processes; and

**WHEREAS**, this Ordinance will amend the Comprehensive Plan by adding a Property Rights Element;

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

**SECTION 1.** The Town of Hilliard Comprehensive Plan is amended by adding the Property Rights Element attached as **EXHIBIT A** and made a part of this ordinance as if set forth in full.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
John P. Beasley  
Council President

ATTEST:

\_\_\_\_\_  
Lisa Purvis  
Town Clerk

APPROVED:

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Floyd L. Vanzant  
Mayor

Planning & Zoning Board Publication:  
Planning & Zoning Board Public Hearing:  
Town Council First Reading Publication:  
Town Council First Reading:  
Town Council Final Publication:  
Town Council Public Hearing:  
Town Council Final Reading:

August 24, 2022  
September 13, 2022  
August 24, 2022  
October 6, 2022

## EXHIBIT A

### PROPERTY RIGHTS ELEMENT – GOALS, OBJECTIVES, AND POLICIES

#### **Goal J.1**

The Town of Hilliard will ensure that property rights are incorporated in decision-making within the Town of Hilliard's Council's decisions.

#### **Objective J.1.1 – Property Rights**

The Town of Hilliard shall provide a framework for consideration of property rights in decision-making within the Town.

#### **Policies J.1.1.1 – The following rights shall be considered in local decision making:**

**Policy 1:** The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

**Policy 2:** The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

**Policy 3:** The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

**Policy 4:** The right of a property owner to dispose of his or her property through sale or gift.



## AGENDA ITEM REPORT

### TOWN OF HILLIARD, FLORIDA

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TO: Planning and Zoning Regular Meeting Meeting Date: September 13, 2022

FROM: ***Janis Fleet, AICP - Land Use Administrator***

SUBJECT: Public Hearing on the Planning and Zoning Board Recommendation on Ordinance No. 2022-08, To Amend the Comprehensive Plan to Add the Property Rights Element Amendment

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**BACKGROUND:** House Bill 59, which became law on July 1, 2021, amended Florida Statute 163.3184 by adding a requirement that local governments adopt a Property Rights Element with certain provisions into their Comprehensive Plan documents by the earlier of its adoption of its next proposed plan amendment or the date of its next scheduled Evaluation and Appraisal Report of the Comprehensive Plan. Town does not have to prepare the Evaluation and Appraisal Report until 2025 but has had a request to amend its Comprehensive Plan, therefore the Town needs to adopt a Property Right Element in order to amend its Comprehensive Plan. The attached Ordinance and Property Rights Element would satisfy the requirements of House Bill 59.

**FINANCIAL IMPACT:** None, other than paying the required advertising fees.

**RECOMMENDATION:** Staff recommends the Planning and Zoning Board recommend to the Town Council the adoption of Ordinance 2022-08 to amend Hilliard Comprehensive Plan to add a Property Rights Element.



## AGENDA ITEM REPORT

### TOWN OF HILLIARD, FLORIDA

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TO: Town Council Regular Meeting Meeting Date: October 6, 2022

FROM: ***Bryan Higginbotham, CBO – Building Official***

SUBJECT: Town Council to review and accept the Building Officials Quarterly Report for July 1, 2022, through September 30, 2022.

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#### **BACKGROUND:**

Summary of activities performed from July 1, 2022, through September 30, 2022.

Report #1 – Task Status Report that shows all the inspections performed by permit type, location, date paid, date of inspection, and if the inspection passed or failed.

Report #2 – Project Payment Report that shows the permit number, date paid, name, address, and amount paid.

#### **FINANCIAL IMPACT:**

None

#### **RECOMMENDATION:**

Accept Quarterly Report

TASK STATUS REPORT  
SUMMARY

INC CODE: \* - All  
TASK CODE: \* - ALL  
STATUS: \* - All

USER: \* - All  
GROUP: BP  
PRIORITY: \* - All  
TYPE: \* - All

ORIGINATION: 7/01/2022 THRU 99/99/9999  
DUE: 0/00/0000 THRU 99/99/9999  
RESOLUTION: 0/00/0000 THRU 9/30/2022

TASK	INCIDENT	PROPERTY	S	P	GROUP	USER	ORIG DATE	DUE DATE	RESOLUTION
6720-INSPECTION	6172-Z-MISC	27099 W FOURTH AVE	V	1	BP	ggrooms	7/05/22	7/06/22	
6721-INSPECTION	6173-Z-BLD-FINAL	37267 INGHAM RD LOT2	C	1	BP	No Inspect	7/05/22	3/22/10	3/22/10 APPROV
6724-INSPECTION	6176-Z-DEMO-FINAL	3738 FINCH DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6725-REINSPECTION	6170-Z-MISC	15750 CR 108	C	1	BP	bhigg	7/06/22	1/02/23	7/06/22 FAILED
6726-REINSPECTION	6170-Z-MISC	15750 CR 108	C	1	BP	UNASSIGNED	7/06/22	1/02/23	7/07/22 APPROV
6728-INSPECTION	6178-Z-SHED FINAL	15810 CR 108	C	1	BP	bhigg	7/06/22	7/07/22	7/12/22 APPROV
6729-INSPECTION	6179-Z-DEMO-FINAL	3748 RAVEN LN	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6730-INSPECTION	6180-Z-DEMO-FINAL	3738 FINCH DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6731-INSPECTION	6181-Z-DEMO-FINAL	3733 HAWK DR	C	1	BP	bhigg	7/06/22	7/07/22	6/07/22 APPROV
6732-INSPECTION	6182-Z-DEMO-FINAL	3707 RAVEN LN	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6733-INSPECTION	6183-Z-DEMO-FINAL	3714 FINCH PL	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6734-INSPECTION	6184-Z-DEMO-FINAL	3714 HAWK DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6735-INSPECTION	6185-Z-DEMO-FINAL	3729 RAVEN LN	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6736-INSPECTION	6186-Z-DEMO-FINAL	3748 RAVEN DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6737-INSPECTION	6187-Z-DEMO-FINAL	3750 FALCON DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6738-INSPECTION	6188-Z-DEMO-FINAL	3766 RAVEN DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6739-INSPECTION	6189-Z-DEMO-FINAL	3788 FALCON DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6740-INSPECTION	6190-Z-DEMO-FINAL	3789 FALCON DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6741-INSPECTION	6191-Z-MEC ROUGH	27291 W FIRST AVE	C	1	BP	bhigg	7/06/22	7/07/22	7/12/22 APPROV
6742-INSPECTION	6192-Z-DEMO-FINAL	3742 RAVEN LN	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6743-INSPECTION	6193-Z-DEMO-FINAL	3792 RAVEN DR	C	1	BP	bhigg	7/06/22	7/07/22	7/07/22 APPROV
6745-INSPECTION	6195-Z-MISC	27291 W FIRST AVE	C	1	BP	bhigg	7/07/22	7/08/22	7/07/22 APPROV
6746-INSPECTION	6196-Z-PLUMBING ROUG	27291 W FIRST AVE	C	1	BP	bhigg	7/08/22	7/07/22	7/12/22 APPROV
6747-INSPECTION	6197-Z-INSULATION	27291 W FIRST AVE	V	1	BP	bhigg	7/08/22	7/11/22	
6748-INSPECTION	6198-Z-ROOF IN PROGR	27088 W FOURTH AVE	C	1	BP	bhigg	7/11/22	7/12/22	7/12/22 APPROV
6750-INSPECTION	6200-Z-INSULATION	27313 W FIRST AVE	C	1	BP	bhigg	7/11/22	7/12/22	7/12/22 PASSED
6751-INSPECTION	6201-Z-MEC ROUGH	27313 W FIRST AVE	C	1	BP	bhigg	7/11/22	7/12/22	7/12/22 APPROV
6752-INSPECTION	6202-Z-PLUMBING ROUG	27313 W FIRST AVE	V	1	BP	bhigg	7/11/22	7/12/22	

TASK	INCIDENT	PROPERTY	S	P	GROUP	USER	ORIG DATE	DUE DATE	RESOLUTION
6754-INSPECTION	6204-Z-PLB-FINAL	37161 RAILROAD ST	C	1	BP	bhigg	7/12/22	6/14/22	6/14/22 APPROV
6756-INSPECTION	6206-Z-POOL FINAL	37421 INGHAM RD	C	1	BP	bhigg	7/12/22	7/13/22	8/02/22 APPROV
6757-INSPECTION	6207-Z-FRAME	36841 PINE ST	V	1	BP	bhigg	7/13/22	7/14/22	
6759-INSPECTION	6209-Z-MISC	551460 US HWY 1	C	1	BP	bhigg	7/13/22	7/14/22	7/14/22 APPROV
6760-INSPECTION	6210-Z-SERVICE CHANG	3774 W FIFTH ST	C	1	BP	bhigg	7/14/22	7/15/22	7/14/22 APPROV
6761-INSPECTION	6211-Z-MISC	27742 KENTUCKY ST	C	1	BP	bhigg	7/15/22	7/18/22	7/14/22 APPROV
6763-INSPECTION	6213-Z-POOL STEEL &	27524 NEW FRONT ST	C	1	BP	No Inspect	7/18/22	7/19/22	7/19/22 APPROV
6765-INSPECTION	6215-Z-BLD-FINAL	36841 PINE ST	C	1	BP	bhigg	7/18/22	7/19/22	7/19/22 APPROV
6766-INSPECTION	6216-Z-FRAME	36841 PINE ST	C	1	BP	bhigg	7/14/22	7/14/22	7/14/22 APPROV
6767-INSPECTION	6217-Z-ROOF FINAL	27088 W FOURTH AVE	C	1	BP	bhigg	7/18/22	7/19/22	7/12/22 APPROV
6768-INSPECTION	6218-Z-PLUMBING ROUG	37517 W FIRST ST	C	1	BP	bhigg	7/18/22	7/19/22	7/19/22 APPROV
6772-INSPECTION	6222-Z-ROOF IN PROGR	37333 INGHAM RD	C	1	BP	UNASSIGNED	7/20/22	5/10/22	5/10/22 APPROV
6773-INSPECTION	6223-Z-ROOF FINAL	37333 INGHAM RD	C	1	BP	UNASSIGNED	7/20/22	5/12/22	5/12/22 APPROV
6774-INSPECTION	6224-Z-ROOF FINAL	37333 INGHAM RD	C	1	BP	UNASSIGNED	7/20/22	5/10/22	5/12/22 APPROV
6777-INSPECTION	6227-Z-ROOF FINAL	27155 MAGNOLIA ST	C	1	BP	bhigg	7/20/22	7/21/22	7/21/22 APPROV
6779-INSPECTION	6229-Z-FRAME	37517 W FIRST ST	C	1	BP	bhigg	7/21/22	7/22/22	7/22/22 FAILED
6780-INSPECTION	6230-Z-ELE ROUGH	37517 W FIRST ST	C	1	BP	bhigg	7/21/22	7/22/22	7/22/22 FAILED
6781-INSPECTION	6231-Z-MEC ROUGH	37517 W FIRST ST	C	1	BP	bhigg	7/21/22	7/22/22	7/26/22 APPROV
6782-INSPECTION	6232-Z-FOUND	37153 S PINE ST	C	1	BP	UNASSIGNED	7/21/22	11/04/21	10/25/21 APPROV
6783-INSPECTION	6233-Z-BLD-FINAL	361570 PINE ST	C	1	BP	No Inspect	7/21/22	6/07/22	6/08/22 APPROV
6785-INSPECTION	6235-Z-MISC	361570 PINE ST	C	1	BP	UNASSIGNED	7/21/22	3/03/22	3/03/22 APPROV
6790-INSPECTION	6240-Z-ROOF MAT ATTA	37500 ORANGE ST	C	1	BP	UNASSIGNED	7/21/22	6/13/22	6/13/22 APPROV
6793-REINSPECTION	6242-Z-INSULATION	37500 ORANGE ST	A	1	BP	UNASSIGNED	7/21/22	6/13/22	
6798-INSPECTION	6247-Z-MEC-FINAL	27147 W TWELFTH AVE	C	1	BP	UNASSIGNED	7/21/22	4/06/22	4/06/22 APPROV
6803-INSPECTION	6252-Z-CHANGE	27303 OHIO ST	V	1	BP	bhigg	7/26/22	7/27/22	
6804-INSPECTION	6253-Z-BLD-FINAL	27246 W FOURTH AVE	C	1	BP	bhigg	7/27/22	7/28/22	7/28/22 APPROV
6805-INSPECTION	6254-Z-SITE INSPECTI	27106 W TWELFTH AVE	A	1	BP	No Inspect	7/27/22	7/28/22	
6807-INSPECTION	6256-Z-CULVERT FINAL	27099 W FOURTH AVE	C	1	BP	ggrooms	7/27/22	7/14/22	7/14/22 APPROV

TASK STATUS REPORT  
SUMMARY

TASK	INCIDENT	PROPERTY	S	P	GROUP	USER	ORIG DATE	DUE DATE	RESOLUTION
6809-INSPECTION	6258-Z-BLD-FINAL	15724 CR 108	C	1	BP	bhigg	7/28/22	7/29/22	8/05/22 APPROV
6811-INSPECTION	6260-Z-CELL TOWER FI	35711 W FIRST ST	C	1	BP	bhigg	7/28/22	7/29/22	8/04/22 APPROV
6812-REINSPECTION	6230-Z-ELE ROUGH	37517 W FIRST ST	A	1	BP	bhigg	7/29/22	1/25/23	
6813-REINSPECTION	6229-Z-FRAME	37517 W FIRST ST	A	1	BP	bhigg	7/29/22	1/25/23	
6818-INSPECTION	6265-Z-MISC	27303 OHIO ST	C	1	BP	bhigg	8/02/22	8/03/22	8/04/22 APPROV
6822-INSPECTION	6269-Z-SITE INSPECTI	27438 W FOURTH AVE	A	1	BP	No Inspect	8/03/22	8/04/22	
6824-INSPECTION	6271-Z-OFFSITE	27303 OHIO ST	C	1	BP	No Inspect	8/04/22	8/05/22	8/04/22 APPROV
6825-INSPECTION	6272-Z-MH-FINAL	27303 OHIO ST	C	1	BP	bhigg	8/04/22	8/05/22	8/05/22 FAILED
6827-REINSPECTION	6272-Z-MH-FINAL	27303 OHIO ST	C	1	BP	bhigg	8/05/22	2/01/23	8/11/22 APPROV
6828-INSPECTION	6274-Z-SHED FINAL	37333 INGHAM RD	C	1	BP	bhigg	8/05/22	8/08/22	8/05/22 APPROV
6829-INSPECTION	6275-Z-SHED FINAL	37333 INGHAM RD LOT3	C	1	BP	bhigg	8/05/22	8/08/22	8/01/22 APPROV
6830-INSPECTION	6276-Z-BLD-FINAL	15750 CR 108	C	1	BP	bhigg	8/05/22	8/08/22	8/09/22 APPROV
6831-INSPECTION	6277-Z-ELE-FINAL	15750 CR 108	C	1	BP	bhigg	8/05/22	8/08/22	8/09/22 APPROV
6834-INSPECTION	6280-Z-PLB-FINAL	CR 108	C	1	BP	bhigg	8/08/22	8/09/22	8/09/22 APPROV
6835-INSPECTION	6281-Z-MEC-FINAL	CR 108	C	1	BP	bhigg	8/08/22	8/09/22	8/09/22 APPROV
6836-INSPECTION	6282-Z-PLB-FINAL	15750 CR 108	C	1	BP	bhigg	8/08/22	8/09/22	8/09/22 APPROV
6838-INSPECTION	6284-Z-MISC	37390 OXFORD ST	C	1	BP	bhigg	8/08/22	8/09/22	8/09/22 APPROV
6846-INSPECTION	6292-Z-POOL FINAL	37083 CYPRESS LN	C	1	BP	bhigg	8/16/22	8/17/22	8/16/22 APPROV
6847-INSPECTION	6293-Z-SLAB	37289 INGHAM RD LOT4	A	1	BP	bhigg	8/16/22	8/17/22	
6848-INSPECTION	6294-Z-ROOF FINAL	362010 PINE ST	C	1	BP	bhigg	8/16/22	8/17/22	8/25/22 APPROV
6849-INSPECTION	6295-Z-ROOF FINAL	27427 W FIRST AVE	C	1	BP	bhigg	8/17/22	8/18/22	8/23/22 APPROV
6851-INSPECTION	6297-Z-ELE-FINAL	37582 OXFORD ST	C	1	BP	bhigg	8/17/22	8/18/22	8/18/22 APPROV
6852-INSPECTION	6298-Z-CHANGE	27382 W THIRTEENTH A	C	1	BP	bhigg	8/18/22	8/25/22	8/25/22 APPROV
6853-INSPECTION	6299-Z-ELE-FINAL	362010 PINE ST	C	1	BP	UNASSIGNED	8/18/22	8/19/22	8/18/22 APPROV
6854-INSPECTION	6300-Z-BLD-FINAL	27246 W FOURTH AVE	C	1	BP	bhigg	8/19/22	8/22/22	8/30/22 APPROV
6858-INSPECTION	6304-Z-SHED FINAL	37390 OXFORD ST	C	1	BP	bhigg	8/22/22	8/23/22	8/23/22 APPROV
6859-INSPECTION	6305-Z-CULVERT FINAL	27147 W TWELFTH AVE	C	1	BP	ggrooms	8/22/22	4/07/22	4/07/22 APPROV
6860-INSPECTION	6306-Z-ELE ROUGH	27078 W NINTH AVE	C	1	BP	UNASSIGNED	8/22/22	2/01/22	2/01/22 APPROV

TASK STATUS REPORT  
SUMMARY

ITEM-3

TASK	INCIDENT	PROPERTY	S	P	GROUP	USER	ORIG DATE	DUE DATE	RESOLUTION
6861-INSPECTION	6307-Z-ELE-FINAL	27078 W NINTH AVE	C	1	BP	UNASSIGNED	8/22/22	4/12/22	4/12/22 APPROV
6865-INSPECTION	6311-Z-MEC ROUGH	27078 W NINTH AVE	C	1	BP	UNASSIGNED	8/22/22	2/01/22	2/01/22 APPROV
6866-INSPECTION	6312-Z-MISC	27078 W NINTH AVE	C	1	BP	UNASSIGNED	8/22/22	2/01/22	2/01/22 APPROV
6867-INSPECTION	6313-Z-MEC-FINAL	27078 W NINTH AVE	C	1	BP	UNASSIGNED	8/22/22	2/01/22	2/01/22 APPROV
6871-INSPECTION	6316-Z-FRAME	37662 SOLI DEO GLORI	C	1	BP	UNASSIGNED	8/22/22	1/21/22	1/17/22 APPROV
6874-REINSPECTION	6318-Z-INSULATION	27484 W THIRD AVE	C	1	BP	UNASSIGNED	8/22/22	3/21/22	3/21/22 FAILED
6875-REINSPECTION	6318-Z-INSULATION	27484 W THIRD AVE	C	1	BP	UNASSIGNED	8/22/22	3/21/22	3/21/22 PASSED
6878-INSPECTION	6321-Z-BLD-FINAL	27484 W THIRD AVE	C	1	BP	No Inspect	7/18/22	7/18/22	7/18/22 APPROV
6880-INSPECTION	6323-Z-ELE-FINAL	27484 W THIRD AVE	C	1	BP	UNASSIGNED	7/18/22	7/18/22	8/22/22 APPROV
6883-INSPECTION	6326-Z-PLB-FINAL	27484 W THIRD AVE	C	1	BP	UNASSIGNED	7/18/22	7/18/22	7/18/22 APPROV
6885-INSPECTION	6328-Z-MEC-FINAL	27484 W THIRD AVE	C	1	BP	UNASSIGNED	7/18/22	7/18/22	7/18/22 APPROV
6886-INSPECTION	6329-Z-CULVERT FINAL	27484 W THIRD AVE	C	1	BP	No Inspect	7/18/22	7/18/22	7/18/22 APPROV
6893-INSPECTION	6336-Z-MISC	27291 W FIRST AVE	C	1	BP	bhigg	8/22/22	8/23/22	8/23/22 APPROV
6894-INSPECTION	6337-Z-ROOF FINAL	27251 W FIRST AVE	C	1	BP	bhigg	8/23/22	8/25/22	8/25/22 APPROV
6899-INSPECTION	6342-Z-MEC-FINAL	27246 W FOURTH AVE	C	1	BP	bhigg	8/24/22	8/25/22	8/30/22 APPROV
6901-INSPECTION	6344-Z-TAPOUT	551943 US HWY 1	C	1	BP	No Inspect	8/25/22	8/26/22	8/25/22 APPROV
6903-INSPECTION	6346-Z-MEC-FINAL	27382 W THIRTEENTH A	C	1	BP	bhigg	8/25/22	8/26/22	8/25/22 APPROV
6904-INSPECTION	6347-Z-ROOF FINAL	362010 PINE ST	C	1	BP	bhigg	8/25/22	8/25/22	8/25/22 APPROV
6905-INSPECTION	6348-Z-MISC	27313 W FIRST AVE	C	1	BP	bhigg	8/26/22	8/29/22	8/30/22 APPROV
6909-INSPECTION	6352-Z-ELE-FINAL	27251 W FIRST AVE	C	1	BP	UNASSIGNED	8/30/22	8/31/22	8/30/22 APPROV
6912-INSPECTION	6355-Z-ROOF IN PROGR	3716 LEE ST	C	1	BP	bhigg	8/30/22	8/31/22	9/01/22 APPROV
6913-INSPECTION	6356-Z-ROOF FINAL	3716 LEE ST	C	1	BP	bhigg	8/30/22	8/31/22	9/01/22 FAILED
6914-INSPECTION	6357-Z-ROOF IN PROGR	15724 CR 108	C	1	BP	bhigg	8/30/22	9/01/22	9/01/22 APPROV
6915-INSPECTION	6358-Z-ROOF FINAL	15724 CR 108	C	1	BP	bhigg	8/30/22	9/01/22	9/01/22 APPROV
6917-INSPECTION	6360-Z-ROOF IN PROGR	37445 ORANGE ST	C	1	BP	UNASSIGNED	8/31/22	9/01/22	8/31/22 APPROV
6918-INSPECTION	6361-Z-ROOF FINAL	37445 ORANGE ST	C	1	BP	bhigg	8/31/22	9/01/22	9/01/22 APPROV
6922-REINSPECTION	6356-Z-ROOF FINAL	3716 LEE ST	C	1	BP	bhigg	9/01/22	2/28/23	9/12/22 APPROV
6923-INSPECTION	6365-Z-ROOF IN PROGR	27099 W FOURTH ST	C	1	BP	bhigg	9/02/22	9/06/22	9/06/22 APPROV

TASK STATUS REPORT  
SUMMARY

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TASK	INCIDENT	PROPERTY	S	P	GROUP	USER	ORIG DATE	DUE DATE	RESOLUTION
6924-INSPECTION	6366-Z-ROOF FINAL	27099 W FOURTH ST	C	1	BP	bhigg	9/02/22	9/05/22	9/07/22 APPROV
6925-INSPECTION	6367-Z-FOUND	27146 LAKE DR	C	1	BP	bhigg	9/06/22	9/07/22	9/07/22 APPROV
6930-INSPECTION	6372-Z-MEC-FINAL	27303 OHIO ST	C	1	BP	bhigg	9/07/22	9/08/22	9/07/22 APPROV
6931-INSPECTION	6373-Z-ELE-FINAL	27303 OHIO ST	C	1	BP	bhigg	9/07/22	9/08/22	9/07/22 APPROV
6937-INSPECTION	6379-Z-BLD-FINAL	27291 W FIRST AVE	C	1	BP	bhigg	9/08/22	9/09/22	9/09/22 APPROV
6938-INSPECTION	6380-Z-ELE-FINAL	27291 W FIRST AVE	C	1	BP	bhigg	9/08/22	9/09/22	9/12/22 APPROV
6939-INSPECTION	6381-Z-PLB-FINAL	27291 W FIRST AVE	C	1	BP	bhigg	9/08/22	9/09/22	9/09/22 APPROV
6940-INSPECTION	6382-Z-MEC-FINAL	27291 W FIRST AVE	C	1	BP	bhigg	9/08/22	9/09/22	9/09/22 APPROV
6941-INSPECTION	6383-Z-CHANGE	37043 SOUTHERN GLEN	C	1	BP	bhigg	9/08/22	9/09/22	9/09/22 APPROV
6943-INSPECTION	6385-Z-TEMP POLE	27438 W FOURTH AVE	C	1	BP	UNASSIGNED	9/09/22	9/12/22	9/09/22 APPROV
6944-INSPECTION	6386-Z-MEC-FINAL	37043 SOUTHERN GLEN	C	1	BP	bhigg	9/12/22	9/13/22	9/09/22 APPROV
6945-INSPECTION	6387-Z-BLD-FINAL	37199 OXFORD ST	C	1	BP	bhigg	9/13/22	9/14/22	9/14/22 APPROV
6946-INSPECTION	6388-Z-ELE-FINAL	37199 OXFORD ST	C	1	BP	bhigg	9/13/22	9/14/22	9/14/22 APPROV
6950-INSPECTION	6392-Z-CELL TOWER FI	371105 OXFORD ST	C	1	BP	bhigg	9/13/22	9/14/22	9/14/22 APPROV
6951-INSPECTION	6393-Z-BLD-FINAL	27313 W FIRST AVE	C	1	BP	bhigg	9/13/22	9/14/22	9/16/22 APPROV
6952-INSPECTION	6394-Z-ELE-FINAL	27313 W FIRST AVE	C	1	BP	bhigg	9/13/22	9/14/22	9/14/22 APPROV
6953-INSPECTION	6395-Z-PLB-FINAL	27313 W FIRST AVE	C	1	BP	bhigg	9/13/22	9/14/22	9/14/22 APPROV
6954-INSPECTION	6396-Z-MEC-FINAL	27313 W FIRST AVE	C	1	BP	bhigg	9/13/22	9/14/22	9/19/22 APPROV
6956-INSPECTION	6398-Z-MISC	37289 INGHAM RD LOT4	V	1	BP	bhigg	9/14/22	9/15/22	
6958-INSPECTION	6400-Z-ROOF IN PROGR	37524 W FIRST ST	C	1	BP	bhigg	9/16/22	9/19/22	9/16/22 APPROV
6960-INSPECTION	6402-Z-SLAB	37289 INGHAM RD LOT4	C	1	BP	bhigg	9/19/22	9/20/22	9/16/22 APPROV
6961-INSPECTION	6403-Z-BLD-FINAL	37289 INGHAM RD LOT4	C	1	BP	bhigg	9/19/22	9/20/22	9/19/22 APPROV
6962-INSPECTION	6404-Z-SLAB	37145 LORENA DR LOT1	C	1	BP	bhigg	9/19/22	9/20/22	9/16/22 APPROV
6963-INSPECTION	6405-Z-BLD-FINAL	37145 LORENA DR LOT1	C	1	BP	bhigg	9/19/22	9/20/22	9/16/22 APPROV
6964-INSPECTION	6406-Z-ROOF FINAL	37524 W FIRST ST	C	1	BP	bhigg	9/19/22	9/20/22	9/16/22 APPROV
6966-INSPECTION	6408-Z-ELE ROUGH	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	3/18/22	9/19/22 APPROV
6967-INSPECTION	6409-Z-ELE-FINAL	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	9/12/22	9/12/22 APPROV
6968-INSPECTION	6410-Z-TAPOUT	27492 W THIRD AVE	C	1	BP	No Inspect	9/19/22	3/18/22	9/19/22 APPROV

TASK	INCIDENT	PROPERTY	S	P	GROUP	USER	ORIG DATE	DUE DATE	RESOLUTION
6969-INSPECTION	6411-Z-PLB-FINAL	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	9/12/22	9/19/22 APPROV
6970-INSPECTION	6412-Z-MEC ROUGH	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	3/18/22	9/19/22 APPROV
6971-INSPECTION	6413-Z-MEC-FINAL	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	9/12/22	9/19/22 APPROV
6972-INSPECTION	6414-Z-INSULATION	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	3/21/22	9/19/22 FAILED
6973-REINSPECTION	6414-Z-INSULATION	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	9/20/22	9/19/22 FAILED
6974-REINSPECTION	6414-Z-INSULATION	27492 W THIRD AVE	C	1	BP	UNASSIGNED	9/19/22	9/20/22	9/19/22 PASSED
6975-INSPECTION	6415-Z-FRAME	27492 W THIRD AVE	C	1	BP	No Inspect	9/19/22	9/20/22	9/19/22 APPROV
6976-INSPECTION	6416-Z-BLD-FINAL	27492 W THIRD AVE	C	1	BP	No Inspect	9/19/22	9/12/22	9/19/22 APPROV
6979-INSPECTION	6419-Z-ROOF IN PROGR	37036 SOUTHERN GLEN	C	1	BP	bhigg	9/20/22	9/21/22	9/21/22 APPROV
6980-INSPECTION	6420-Z-SHED FINAL	37289 INGHAM RD LOT4	C	1	BP	bhigg	9/20/22	9/21/22	9/21/22 APPROV
6981-INSPECTION	6421-Z-SERVICE CHANG	15801 CR 108	C	1	BP	bhigg	9/21/22	9/22/22	9/21/22 APPROV
6983-INSPECTION	6423-Z-ROOF FINAL	37036 SOUTHERN GLEN	C	1	BP	bhigg	9/22/22	9/23/22	9/21/22 APPROV
6984-INSPECTION	6424-Z-PLB-FINAL	37380 W FOURTH ST	C	1	BP	bhigg	9/22/22	9/23/22	9/23/22 APPROV
6985-INSPECTION	6425-Z-MEC-FINAL	27222 W FOURTH AVE	A	1	BP	bhigg	9/23/22	9/26/22	
6986-INSPECTION	6426-Z-BLD-FINAL	551393 US HWY 1	A	1	BP	bhigg	9/23/22	9/26/22	
6987-INSPECTION	6427-Z-BLD-FINAL	27385 W FIRST AVE 12	C	1	BP	bhigg	9/23/22	9/26/22	9/28/22 APPROV
6992-INSPECTION	6432-Z-ROOF FINAL	36876 PINE ST	C	1	BP	bhigg	9/26/22	9/27/22	9/28/22 APPROV
6994-INSPECTION	6434-Z-ELE-FINAL	37662 SOLI DEO GLORI	C	1	BP	UNASSIGNED	9/27/22	4/27/22	4/28/22 APPROV
6995-INSPECTION	6435-Z-MEC ROUGH	37662 SOLI DEO GLORI	C	1	BP	UNASSIGNED	9/27/22	1/21/22	4/28/22 APPROV
6996-INSPECTION	6436-Z-MEC-FINAL	37662 SOLI DEO GLORI	C	1	BP	UNASSIGNED	9/27/22	4/27/22	4/28/22 APPROV
6998-INSPECTION	6438-Z-PLB-FINAL	37662 SOLI DEO GLORI	C	1	BP	UNASSIGNED	9/27/22	4/27/22	4/27/22 APPROV
6999-REINSPECTION	6331-Z-INSULATION	27456 W FOURTH AVE	C	1	BP	UNASSIGNED	9/27/22	9/28/22	4/29/22 PASSED
7016-INSPECTION	6455-Z-BLD-FINAL	27474 W FOURTH AVE	C	1	BP	No Inspect	7/25/22	7/25/22	7/25/22 APPROV
7019-INSPECTION	6458-Z-MEC-FINAL	27474 W FOURTH AVE	C	1	BP	UNASSIGNED	7/25/22	7/25/22	7/25/22 APPROV
7021-INSPECTION	6460-Z-ELE-FINAL	27474 W FOURTH AVE	C	1	BP	UNASSIGNED	7/25/22	7/25/22	7/25/22 APPROV
7022-INSPECTION	6461-Z-CULVERT FINAL	27474 W FOURTH AVE	C	1	BP	No Inspect	7/27/22	7/27/22	7/27/22 APPROV

		-----PRIORITY-----										TOTAL
		0	1	2	3	4	5	6	7	8	9	
STATUS	ACTIVE		8									8
	CLOSED		152									152
	VOIDED		6									6
	SUSPENDED											
TOTALS			166									166

TASK #	-----SEQUENCES-----	COUNT
6720		1
6721		1
6724		1
6725		1
6726		1
6728		1
6729		1
6730		1
6731		1
6732		1
6733		1
6734		1
6735		1
6736		1
6737		1
6738		1
6739		1
6740		1
6741		1
6742		1
6743		1
6745		1
6746		1
6747		1
6748		1
6750		1
6751		1
6752		1
6754		1
6756		1
6757		1
6759		1
6760		1
6761		1
6763		1
6765		1
6766		1

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
20210148	7/11/2022	CONNER, MELISSA J	37517 W FIRST ST	484.00CR	
20210151	7/08/2022	CONNER, MELISSA J	37517 W FIRST ST	95.00CR	
20210162	7/07/2022	MASON & MAGNOLIA LLC	37161 RAILROAD ST	25.00CR	
20210197	7/06/2022	HILLIARD LLC	3738 FINCH DR	50.00CR	
20210279	8/03/2022	CARTER, CAREY	15750 CR 108	25.00CR	
20220014	7/06/2022	CARTER, CAREY	15750 CR 108	25.00CR	
20220114	8/03/2022	CARTER, CAREY	CR 108	25.00CR	
20220143	8/03/2022	CARTER, CAREY	15750 CR 108	25.00CR	
20220200	8/02/2022	HERRING, WILBUR & RENEE	37024 W THIRD ST	74.00CR	
20220202	7/05/2022	WALDO, HEIDI	15737 C R 108	104.00CR	
20220207	7/14/2022	PURVIS, TODD H	27524 NEW FRONT ST	441.10CR	
20220208	7/07/2022	L & L PROPERTIES	551675 US HWY 1	60.00CR	
20220209	8/03/2022	BY FRANKLIN PROPERTIES	27291 W FIRST AVE	44.00CR	
20220210	8/03/2022	BY FRANKLIN PROPERTIES	27313 W FIRST AVE	44.00CR	
20220211	7/13/2022	WEBB, MARVIN L	37113 LORENA DR LOT17	75.00CR	
20220212	7/05/2022	BLANTON, RONNIE	27099 W FOURTH AVE	1,942.50CR	
20220213	7/13/2022	SELDOMRIDGE, JOHNNY	551460 US HWY 1	89.00CR	
20220214	7/14/2022	LAPORTE, JOE	3774 W FIFTH ST	44.00CR	
20220215	8/29/2022	PINETREE APARTMENTS, LTD	37803 PINETREE DR	99.00CR	
20220216	8/01/2022	SIMS, JESSE	37081 WALKER ST	25.00CR	
20220217	7/26/2022	FRANKLIN, MICHAEL C	27106 W TWELFTH AVE	8,136.15CR	
20220218	7/22/2022	PICKETT, LEE	37083 CYPRESS LN	79.00CR	
20220219	8/05/2022	KIRKWOOD, JOHN W	15724 CR 108	54.80CR	
20220220	7/18/2022	CONNER, MELISSA J	37517 W FIRST ST	380.00CR	
20220221	8/23/2022	SEABROOKS, CRAIG	36202 PINE ST	128.00CR	
20220223	8/05/2022	BEASLEY, DONNA	3716 LEE ST	68.88CR	
20220223	9/08/2022	BEASLEY, DONNA	3716 LEE ST	25.00CR	
20220224	8/05/2022	BLANTON, RONNIE	27099 W FOURTH ST	54.00CR	
20220225	7/22/2022	MCCULLOUGH, CHANDA M	371529 HENRY SMITH RD	79.00CR	
20220226	7/27/2022	S, E JONES CONSTRUCTION	27438 W FOURTH AVE	13,930.85CR	
20220227	7/22/2022	REID, SUSAN	27246 W FOURTH AVE	54.00CR	
20220228	7/21/2022	CONNER, MELISSA J	37517 W FIRST ST	324.00CR	
20220229	7/21/2022	PURVIS, TODD HILTON	27524 NEW FRONT ST	44.00CR	
20220232	8/11/2022	CLAIR, JOHN	27252 W SECOND AVE	186.87CR	
20220233	8/18/2022	TAYLOR, DAWSON C	27382 W THIRTEENTH AVE	44.00CR	
20220235	8/11/2022	CAPT. C.W. HILLIARD POST 401	37405 HENRY SMITH RD	110.25CR	
20220239	8/01/2022	WILLIAMS, JOSHUA	37333 INGHAM RD	50.00CR	
20220240	8/02/2022	NELSON, PAULA	27303 NEW FRONT ST	25.00CR	
20220241	8/01/2022	POWELL, SARAH R	27251 W FIRST AVE	54.00CR	
20220242	8/16/2022	HUMPHREY, MARY L	362010 PINE ST	58.09CR	
20220243	8/03/2022	ARMSTRONG, VIVIAN H	37390 OXFORD ST	345.62CR	
20220244	8/08/2022	GERHART, TODD	37289 INGHAM RD LOT4	441.10CR	
20220245	8/03/2022	SIMS, JACQUELIN P	551435 US HWY 1	197.75CR	
20220246	8/03/2022	SIMS, JACQUELIN P	551435 US HWY 1	119.00CR	

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
20220247	8/03/2022	SIMS, JACQUELIN P	551435 US HWY 1	89.00CR	
20220248	8/03/2022	SIMS, JACQUELIN P	551435 US HWY 1	96.00CR	
20220249	8/04/2022	VILETT, RORY	27146 LAKE DR	389.80CR	
20220250	8/10/2022	FRANKLIN, MICHAEL C	27688 KENTUCKY ST	164.00CR	
20220251	8/19/2022	REID, JEFFERY	27246 W FOURTH AVE	44.00CR	
20220252	8/10/2022	GERHART, TODD	37289 INGHAM RD LOT4	74.00CR	
20220253	8/08/2022	3 LIVES LLC	27427 W FIRST AVE	85.50CR	
20220254	8/12/2022	HUMPHREY, MARY L	362010 PINE ST	44.00CR	
20220255	8/23/2022	JONES, SCOTT	27438 W FOURTH AVE	104.00CR	
20220257	9/23/2022	MAY, KEVIN	361622 PINE ST	79.00CR	
20220258	9/23/2022	MAY, KEVIN	361622 PINE ST	79.00CR	
20220259	8/24/2022	SIMS, JACQUELIN P	551435 US HWY 1	110.00CR	
20220260	8/31/2022	CAMPBELL, IRIS R	361570 PINE ST	79.00CR	
20220262	8/18/2022	CLAIR, JOHN	27252 W SECOND AVE	44.00CR	
20220264	8/25/2022	34 M STREET, LLC	37445 ORANGE ST	70.40CR	
20220266	8/26/2022	CENTURY COMPLETE HOMES	27326 W FOURTH AVE	164.00CR	
20220268	8/26/2022	JONES, SCOTT	27438 W FOURTH AVE	164.00CR	
20220269	8/26/2022	CENTURY COMPLETE HOMES	27326 W SECOND AVE	164.00CR	
20220270	8/26/2022	CENTURY COMPLETE HOMES	27079 NEW FRONT ST	164.00CR	
20220271	8/26/2022	CENTURY COMPLETE HOMES	27079 NEW FRONT ST	484.00CR	
20220272	8/26/2022	CENTURY COMPLETE HOMES	27326 W FOURTH AVE	484.00CR	
20220273	8/26/2022	CENTURY COMPLETE HOMES	27326 W SECOND AVE	484.00CR	
20220274	8/26/2022	WALTERS, ASHLEY	15801 CR 108	44.00CR	
20220275	8/29/2022	WALTERS, ASHLEY	15801 CR 108	94.00CR	
20220278	9/14/2022	BY FRANKLIN PROPERTIES	27301 W FIRST AVE	14,005.55CR	
20220280	9/07/2022	HUTCHINSON, DONALD G	37043 SOUTHERN GLEN WAY LOT3	56.00CR	
20220281	9/14/2022	CONNER, KAREN G	36876 PINE ST	54.00CR	
20220282	9/12/2022	ISOM, ANTONIO & MAGGI	37380 W FOURTH ST	44.00CR	
20220283	9/15/2022	HUMPHREY, RONALD R	37125 W EIGHTH ST	68.75CR	
20220284	9/14/2022	BY FRANKLIN PROPERTIES	27301 W FIRST AVE	25.00CR	
20220286	9/20/2022	GERHART, TODD	37289 INGHAM RD LOT4	25.00CR	
20220288	9/19/2022	BLANCHETTE, JEFFREY A	37036 SOUTHERN GLEN WAY LOT31	68.50CR	
20220289	9/19/2022	JONES, SCOTT	27438 W FOURTH AVE	44.00CR	
20220290	9/20/2022	SEABROOKS, CRAIG	36202 PINE ST	56.00CR	
20220292	9/20/2022	HILLIARD LLC	3747 FINCH PLACE	50.00CR	
20220293	9/21/2022	1854 CLINCH, LLC	37669 PINE ST	54.00CR	
20220294	9/21/2022	MARABLE, JESSIE D	37199 W FIRST ST	44.00CR	

TOTAL ALL PROJECTS: 81 47,177.46CR

\*\* SEGMENT CODE TOTALS \*\*

SEGMENT CODE	DESCRIPTION	TOTAL PAID
01-NRES	NEW RESIDENTIAL BUILDING	27,986.40CR
01-RADD	RESIDENTIAL ADDITION	211.87CR
01-RESBULD	NEW RESIDENTIAL BUILDING	8,136.15CR
01-RMISC	RESIDENTIAL MISCELLANEOUS	1,032.90CR
01-RREM	RESIDENTIAL REMODEL	189.00CR
02-CADD	COMMERCIAL ADDITION	110.25CR
02-CREM	COMMERCIAL REMODEL	197.75CR
CARPORT	CARPORT	104.00CR
CULVERT	CULVERT	1,967.50CR
DEMO	DEMOLITION	100.00CR
ELE	ELECTRICAL	2,731.00CR
MEC-COM	MECHANICAL - COMMERCIAL	96.00CR
MEC-RES	MECHANICAL - RESIDENTIAL	1,009.00CR
PLB-COM	PLUMBING - COMMERCIAL	119.00CR
PLB-SFR	PLUMBING - SINGLE FAM RES	681.00CR
POOL	SWIMMING POOL	753.10CR
ROOF	ROOF	715.92CR
SHED-MANF	MANUFACTURED SHED	702.62CR
SIGN	SIGN	170.00CR
UNAPPLIED	UNAPPLIED CREDITS	164.00CR
TOTAL		47,177.46CR

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 7/01/2022 TO 9/30/2022

SORTED BY: PROJECT

ITEM-3

## \*\* FEE CODE TOTALS \*\*

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
1-REINSP	REINSPECTION FEE	7	175.00CR
ADDRESS	ADDRESSING 911	2	20.00CR
BLD-01	BLDG PERMIT FEE ESTIMATED COST	1	30.00CR
BLD-03	BLDG PERMIT FEE CONST COST SQF	16	2,444.00CR
BLD03PP	BLDG PERMIT FEE CONST COST SQF	5	1,049.00CR
CULV-PERM	CULVERT INST PERMIT	2	50.00CR
CULV-T02	TOWN-INST CULV 15x15x20	1	1,917.50CR
DEMO	DEMOLITION FEES	2	100.00CR
ELE COM	INTERIOR WIRING / RE WIRE	1	85.00CR
ELE RES	INTERIOR WIRING / RE WIRE	8	800.00CR
ELE- ADD 1	ELE COM ADD . REPAIR CHANGE	1	85.00CR
ELE- ADD 2	ELE RES ADD . REPAIR CHANGE	2	80.00CR
ELE-200	ELE SERVICE - 200 AMPS	6	1,440.00CR
ELE-CHG	CHANGE OF SERVICE	2	80.00CR
ELE-TEMP	TEMPORARY POLE	2	80.00CR
FIRE-CPR	CONSTRUCTION PLAN REVIEW	2	77.00CR
IMPACT-SF	EDUCATION IMPACT FEE - SINGLE	3	16,291.80CR
LAND USE	PERMIT REVIEW FEE RES MULTI CO	2	126.00CR
LAND USE 2	PERMIT REVIEW FEE ACCESSORY	16	400.00CR
LU EXEMPT	EXEMPT PERMIT REVIEW FEE LAND	1	25.00CR
MEC R C 1	RES/COM NEW UNITS UP TO 2.5 TO	4	280.00CR
MEC R C 3	RES/COM NEW UNITS 3.5 TON	1	52.00CR
MEC RMHCO1	RES MH COMM CHANGE OUT UP TO 3	4	400.00CR
MEC RMHCO3	RES MH COMM CHANGE OUT 4 TON	2	104.00CR
MEC- REMOD	MEC DUCT CHANGES	2	200.00CR
OVERPAY	OVERPAYMENT, UNAPPLIED CREDIT,	1	164.00CR
PLB COMI	PLB COMM NTERIOR/ EXTERIOR FI	1	75.00CR
PLB-COMB	PLB COMMERCIAL BASE FEE	1	40.00CR
PLB-HWH	PLB HOT WATER HEATER CHANGEOUT	1	40.00CR
PLB-SFB	PLB SINGLE FAMILY RES BASE FEE	4	280.00CR
PLB-SFE	PLB SINGLE FAMILY RES EXT FIXT	1	18.00CR
PLB-SFI	PLB SINGLE FAMILY RES INT FIXT	3	342.00CR
PR-03	PLAN REVIEW ESTMATED COSTS	13	1,015.60CR
PR03 PPRES	PLAN REVIEW ESTMATED COSTS	2	442.00CR
ROOF	ROOFING NEW OR REROOF PERMIT	11	646.92CR
SDC-SEWER	SEWER SYSTEM DEV CHARGE, PER E	2	3,770.00CR
SDC-WATER	WATER SYSTEM DEV CHARGE, PER E	3	990.00CR
SHED	PRE BUILT STORAGE SHEDS	2	100.00CR
SIGN	SIGN PERMIT	1	50.00CR
SIGN-01	SIGN PERMIT REVIEW	2	120.00CR
SURCHARGE	SURCHARGE	62	282.87CR
SURCHARGE1	SURCHARGE	1	9.77CR
TAP-SEWER	SEWER TAP SINGLE FEE	1	3,500.00CR
TAP-SEWERN	SEWER TAP DOUBLE FEE	1	3,800.00CR

10/03/2022 10:11 AM  
STATUS: ALL  
SEGMENT CODES: All  
FEE CODES: All

P R O J E C T   P A Y M E N T   R E P O R T

PAGE: 5  
PROJECTS: THRU ZZZZZZZZZZ  
PAYMENT DATES: 7/01/2022 TO 9/30/2022  
SORTED BY: PROJECT

ITEM-3

\*\* FEE CODE TOTALS \*\*

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
TAP-WATER	WATER TAP SINGLE SHORT FEE	2	3,400.00CR
TAP-WATERN	WATER TAP SINGLE LONG FEE	1	1,700.00CR
		TOTAL	47,177.46CR

\*\* GENERAL LEDGER DISTRIBUTION \*\*

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-00-101003	RESTR CASH-EDUC IMPACT FE	16,291.80
001-01-322000	BUILDING PERMITS	10,697.52CR
001-01-329000	ZONING REVENUE	691.00CR
001-01-329002	RADON	292.64CR
001-01-342500	FIRE INSPECTIONS	77.00CR
001-01-363290	EDUCATION IMPACT FEES	16,291.80CR
001-03-349000	CULVERT PERMITS - STREETS	1,967.50CR
401-00-101002	RESTR CASH-SYSTEM DEV CHA	4,760.00
401-06-349001	TAP-ON FEES - W&S	12,400.00CR
401-06-363240	SYSTEM DEVELOPMENT CHARGES	4,760.00CR
999-00-101000	POOLED CASH	26,125.66

-----  
SELECTION CRITERIA  
-----

ITEM-3

## REPORT SELECTION

PROJECT RANGE FROM:            THROUGH ZZZZZZZZZZ  
PROJECT STATUS:        All  
SEGMENT CODE:         All  
FEE CODE:              All

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PAYMENT SELECTION: DATE RANGE FROM:   7/01/2022 THROUGH   9/30/2022

-----

## PRINT OPTIONS

SECURITIES ONLY:            NO  
INCLUDE SECURITIES:        NO  
SEGMENT DETAIL:            NO  
INCLUDE REVERSE PAYMENTS: NO  
REPORT SEQUENCE:          PROJECT  
COMMENT CODE:

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\*\*END OF REPORT\*\*



## AGENDA ITEM REPORT

### TOWN OF HILLIARD, FLORIDA

---

TO: Town Council Regular Meeting Meeting Date: October 6, 2022

FROM: ***Del Miley, FACE – Code Enforcement Officer***

SUBJECT: Town Council to review and accept the Code Enforcement Officers Quarterly Report for July 1, 2022, through September 30, 2022.

---

#### **BACKGROUND:**

Summary of activities performed from July 1, 2022, through September 30, 2022.

- (12) Pool inspections
- (9) Inoperable Vehicles
- (5) Shed/Carport Permit Inspections
- (5) Demo Permit Inspections
- (13) Zoning Signs removed
- (9) Site Applications
- (3) Vacant Mobile Home Inspections
- (2) Cases closed
- (68) Miscellaneous Inspections
- (25) Lien Letter inspections
- (5) Vehicles Removed by owner.

#### **FINANCIAL IMPACT:**

None

#### **RECOMMENDATION:**

Accept Quarterly Report

## RESOLUTION NO. 2022-12

**A RESOLUTION AUTHORIZING THE PERMITTING OF A HOMECOMING PARADE FOR THE LOCAL HIGH SCHOOL ON BOTH LOCAL AND COUNTY ROADS, WHICH INCLUDES COUNTY ROAD 108; RESPONSIBILITY FOR TRAFFIC CONTROL; FOR CLAIMS ARISING FROM SUCH EVENT DUE TO ACTION ON THE PART OF OR AUTHORIZED BY THE TOWN; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Hilliard, Florida is required by various individuals and or organizations from time to time, to allow the use of streets and highways within the Town limits for the purpose of holding parades, or other special events, and

**WHEREAS**, the Town of Hilliard, determines that the homecoming parade for the local high school will proceed down local and county roads, which includes County Road 108 is an event that is acceptable, appropriate, beneficial and in the best interest of the Town, and

**WHEREAS**, the Town of Hilliard, is willing to assume the responsibility for this decision as it is related to acts done or authorized by the Town employees or its agents.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF HILLIARD:**

1. That this Resolution be said and the same is hereby declared and determined to constitute the authority for the Town to obtain permission from the Nassau County Board of County Commissioners for the approved parade on both town and county roads, which includes County Road 108, on the 7<sup>th</sup>, day of October, 2022.
2. That the Nassau County Sheriff's Department will assume responsibility for traffic control.
3. That the Nassau County Sheriff's Department is responsible only for the claims arising from and based upon the activities of its officers, agents or employees at this event.
4. The Nassau County Sheriff's Office, is hereby authorized to carry out the intent and purposes of this Resolution.
5. That this Resolution shall take effect immediately upon its adoption.

**THIS RESOLUTION** adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Town Council of the Town of Hilliard, Florida.

\_\_\_\_\_  
John P. Beasley  
Council President

ATTEST:

\_\_\_\_\_  
Lisa Purvis  
Town Clerk

APPROVED:

\_\_\_\_\_  
Floyd L. Vanzant  
Mayor

**BOCC AGENDA ITEM****Item Title:** 2022 Homecoming Parade Road Closure for Hilliard Middle Senior High**Date:** 9/12/2022**Department:** County Manager**Background:**

Hilliard Middle Senior High is holding a homecoming parade on Friday, September 30, 2022 at 2:45 p.m. They are seeking permission to close County Road 108 between Oxford Street and Ohio Street from approximately 2:00 P.M. to 4:00 P.M. Though this is in the City limits, the road is County maintained, therefore this request would need permission from the Board of County Commissioners prior to closing the roads.

**Request:**

Approve request from Hilliard Middle Senior High to hold a parade on September 30, 2022 from approximately 2:00 PM to 4:00 PM on County Road 108 between Oxford and Ohio Street.

**Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:**

While the parade does not have any financial impact, citizen based community events are critical to creating vibrant and engaged communities. As a local government, we should promote and support citizen based efforts to create a sense of community and increased quality of life.

**Action Requested and Recommendation:**

Approve request from Hilliard Middle Senior High to hold a parade on September 30, 2022 from approximately 2:00 PM to 4:00 PM on County Road 108 between Oxford and Ohio Street.

**Is this action consistent with the Nassau County Comprehensive Land Use Plan?**

NA

**Funding Source:**

N/A

**Additional Information Needed for Contracts/Agreements (If Applicable)****Contract Number assigned by Contracts Management:**

N/A

**For non-governmental agencies, has the document been sent to the vendor for signature?**

N/A

**Does the document need to be recorded? If so, who will pay the recordation fee?**

N/A

**Are there any special mailing instructions? (Include contact name, address, deadline for submittal, how to mail such as express mail, FedEx, etc):**

N/A

**How many originals are needed?**

N/A

**ATTACHMENTS:****Description**

[Road Closure Request Email](#)  
[Parade Map](#)

**Upload Date**

9/1/2022  
9/1/2022

**Type**

Cover Memo  
Cover Memo

**APPROVED BOCC**

DATE

9-12-22

## Homecoming Parade for Hilliard Middle Senior High School

Amanda Rau <rauam@nassau.k12.fl.us>

Tue 8/30/2022 2:01 PM

To: Amy Bell <abell@nassaucountyfl.com>

Cc: Jobeth Vanzant <vanzantjo1@nassau.k12.fl.us>; John Crawford <crawfordjo@nassau.k12.fl.us>; Jacqueline Smith <smithja13@nassau.k12.fl.us>

Good afternoon Amy,

This is Mandy Rau from Hilliard Middle Senior High School. Jobeth Vanzant and I are overseeing this year's Homecoming Week and events at Hilliard Middle Senior High School.

We are requesting approval from the County Commissioners to close CR 108 for our Homecoming Parade. Our parade will be held on Friday, September 30 at 2:45pm. Here is the parade route of the sections of 108 that will need to be closed (The parade route from last year is the same for this year.):

- Start on W 10th Avenue
- Turn Right onto Ohio Street
- Turn Left onto West 1st Street
- Turn Left onto Oxford Street
- Turn Left onto West 6th Street
- Turn Right onto Ohio Street
- Parade will end behind Hilliard Elementary School

We are planning for the parade to start at 2:45, so can you give us some guidance on what time is manageable to start closing off the sections?

I am currently waiting for our school to get the current Certificate of Insurance from the District Office and as soon as I receive it, I will email it to you. Thank you SO much for any help you can give us!

**Mandy Rau**

Hilliard Middle Senior High School

English Language Arts

amanda.rau@nassau.k12.fl.us

NOTICE: Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. This message (and any associated files) may contain information that is confidential. Any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the Nassau County School District. Employees of the Nassau County School District are expressly required not to make defamatory statements and not to infringe or authorize any infringement of copyright or any other legal right by email communications. Any such communication is contrary to the School Board policy and outside the scope of the employment of the individual concerned. The Nassau County School District will not accept any liability in respect of such communication, and the employee responsible will be personally liable for any damages or other liability arising. The Nassau County School District does not discriminate on the

basis of race, color, national origin, gender, age, disability or marital status in it's educational programs, services or activities, or in its hiring or employment practices.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/3  
ITEM-5

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 200 S. Orange Ave Suite 1350 Orlando FL 32801	<b>CONTACT NAME:</b> Jessica Montgomery	
	<b>PHONE (A/C, No. Ext):</b>	<b>FAX (A/C, No):</b>
<b>INSURED</b> Nassau County School District c/o NEFEC 3841 Reid Street Palatka FL 32177	<b>E-MAIL ADDRESS:</b> Jessica_Montgomery@ajg.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Safety National Casualty Corporation	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b> 15105		

## COVERAGES

CERTIFICATE NUMBER: 127535157

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Occurrence			See below	7/1/2022	7/1/2023	EACH OCCURRENCE \$ Per Statute DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ Per Statute PRODUCTS - COMP/OP AGG \$ \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			See below	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ Per Statute BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Self Insured per FL Statute 768.28. Limits per Statute.

RE: Nassau County School District – District's participation in all parade activities. All dates within the term shown above.

## CERTIFICATE HOLDER

## CANCELLATION

Nassau County Board of County Commissioners  
96135 Nassau Place, Suite 1  
Yulee FL 32097  
USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**RE: Hilliard Home coming Parade**

Trevor J. Zittrower <tjzittrower@nassauso.com>

Wed 9/21/2022 11:02 AM

To: Amanda Rau <rauam@nassau.k12.fl.us>

Cc: Jobeth Vanzant <vanzantjo1@nassau.k12.fl.us>; Chauncey C. Mason <cmason@nassauso.com>

**CAUTION:** This email originated from outside of the Nassau County School District network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Okay thank you for the info. I will handle getting deputies out there for traffic control. Let me know if you need anything else.

Sergeant Trevor Zittrower #1199  
Special Operations / K-9 Unit  
Nassau County Sheriff's Office  
77151 Citizens Cir, Yulee FL  
904-225-5174  
Cell # 904-469-3517



**From:** Amanda Rau [mailto:[rauam@nassau.k12.fl.us](mailto:rauam@nassau.k12.fl.us)]  
**Sent:** Monday, September 19, 2022 5:39 PM  
**To:** Trevor J. Zittrower <[tjzittrower@nassauso.com](mailto:tjzittrower@nassauso.com)>  
**Cc:** Jobeth Vanzant <[vanzantjo1@nassau.k12.fl.us](mailto:vanzantjo1@nassau.k12.fl.us)>  
**Subject:** Re: Hilliard Home coming Parade

You don't often get email from [rauam@nassau.k12.fl.us](mailto:rauam@nassau.k12.fl.us). [Learn why this is important](#)

**Caution EXTERNAL EMAIL:** This is an external email and may contain suspicious or malicious content. Please take care when clicking links or opening attachments. When in doubt, contact the I.T. Department.

Good afternoon,

My name is Mandy Rau and myself and Jobeth Vanzant are currently coordinating the week and events for Hilliard Middle Senior High School's Homecoming. We are in the process of arranging the Homecoming Parade, which will take place on September 30 at 2:45 pm. We are asking you and the Nassau County Sheriff's Department to provide traffic control for the parade. In addition, we will need multiple officers to close the intersections along the parade route. We must provide the Town of Hilliard with an agreement for traffic control in writing or an email stating that we have permission. I have emailed the County Commissioners to get permission to close sections of CR 108 for the parade and have received the okay from them. We would also be very appreciative if you could provide officers to lead our parade. If you have any questions for us, please feel free to email me or call me at (904) 314-8247. Thank you so much for any and all help that you can give us! We look forward to hearing from you soon! (Our parade route will be the same as last year, but I have attached that in this email as well for reference.) 😊

Mandy Rau

Hilliard Middle Senior High School  
English Language Arts  
[amanda.rau@nassau.k12.fl.us](mailto:amanda.rau@nassau.k12.fl.us)

---

**From:** Trevor J. Zittrower <[tjzittrower@nassauso.com](mailto:tjzittrower@nassauso.com)>  
**Sent:** Monday, September 19, 2022 10:59 AM  
**To:** Amanda Rau <[rauam@nassau.k12.fl.us](mailto:rauam@nassau.k12.fl.us)>  
**Subject:** Hilliard Home coming Parade

**CAUTION:** This email originated from outside of the Nassau County School District network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey there, my name is Sergeant Trevor Zittrower. I will be helping with the parade and organizing it on the sheriff's office side. Can you provide me all the details? Thank you!

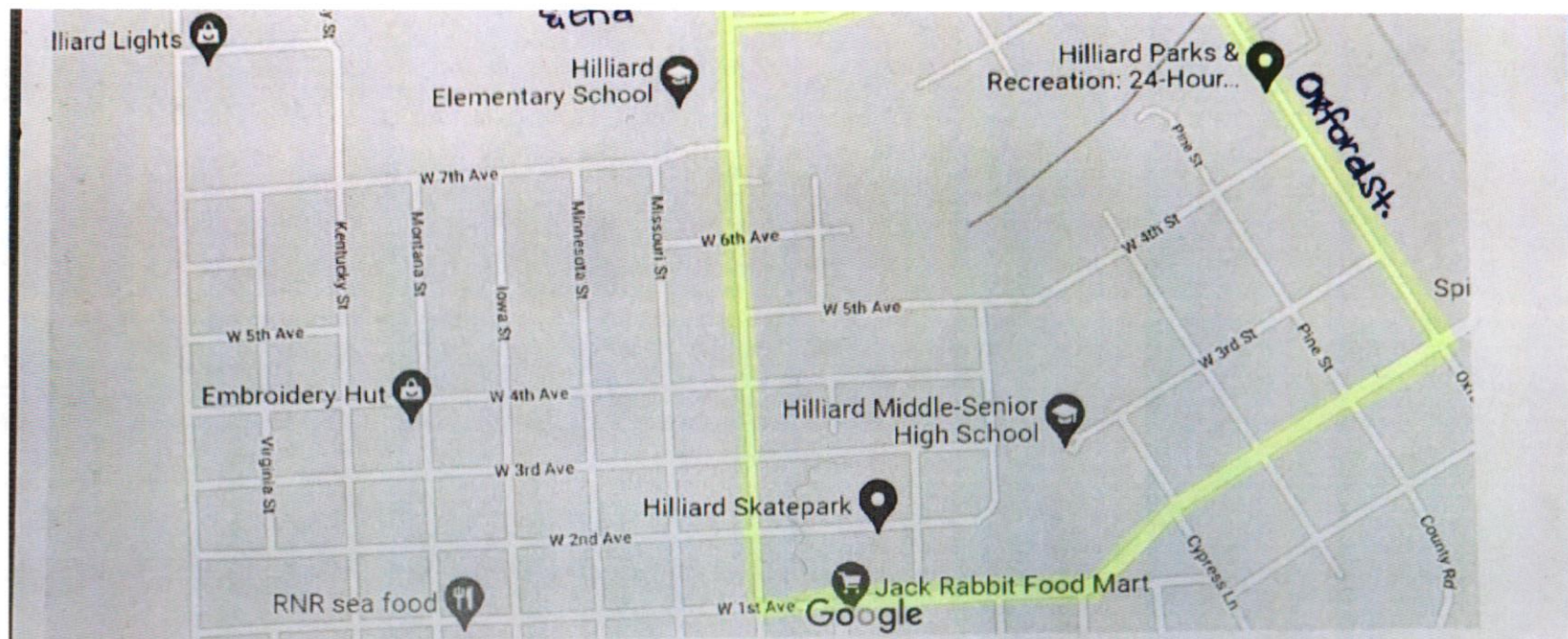
Sergeant Trevor Zittrower #1199  
Special Operations / K-9 Unit  
Nassau County Sheriff's Office  
77151 Citizens Cir, Yulee FL  
904-225-5174  
Cell # 904-469-3517



**NOTICE:** Please note that Florida has a very broad Public Records Law. Most written communications to or from the Nassau County Sheriff's Office are public records available to anyone upon request. E-mails, including email addresses, may therefore be subject to public disclosure. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to NCSO. Instead, contact our office by phone or by mail. The contents of this e-mail message and any attachments are intended solely for the addressee(s) named in this message. This communication may be confidential or exempt from Chapter 119, Florida Statutes, and may be subject to applicable privileges. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and its attachments. Do not deliver, distribute or copy this message and/or any attachments and if you are not the intended recipient, do not disclose the contents or take any action in reliance upon the information contained in this communication or any attachments. Any reply to this email may also be considered a public record subject to disclosure under Chapter 119, Florida Statutes.

NOTICE: Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. This message (and any associated files) may contain information that is confidential. Any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the Nassau County School District. Employees of the Nassau County School District are expressly required not to make defamatory statements and not to infringe or authorize any infringement of copyright or any other legal right by email communications. Any such communication is contrary to the School Board policy and outside the scope of the employment of the individual concerned. The Nassau County School District will not accept any liability in respect of such communication, and the employee responsible will be personally liable for any damages or other liability arising. The Nassau County School District does not discriminate on the basis of race, color, national origin, gender, age, disability or marital status in its educational programs, services or activities, or in its hiring or employment practices.

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HMSTHS Homecoming  
Parade Route

Friday, October 15, 2021  
at 2:45 pm



## RESOLUTION NO. 2022-13

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION; AMENDING THE TOWN OF HILLIARD PERSONNEL POLICY MANUAL AS IT RELATES TO EMERGENCY CLOSINGS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Hilliard desires to amend its Personnel Policy Manual to Amend Emergency Closings when operations are officially closed due to emergency situations; and

**NOW THEREFORE BE IT RESOLVED**, by the Hilliard Town Council that the Town of Hilliard's Personnel Policy Manual be amended to reflect the following:

### **SECTION 1. 507 Emergency Closings**

At times, emergencies such as severe weather, fires or power failures can disrupt Town operations. In extreme cases, these circumstances may require the closing of operations. In the event that such an emergency occurs during nonworking hours, local radio and/or television stations broadcast notification of the closing.

When operations are officially closed due to emergency situations, the time off from scheduled work will be administrative pay for regular scheduled hours. ~~if the employee uses vacation, sick (personal) leave.~~ Employees in essential operations may be asked to work on a day when operations are officially closed. In these circumstances, employees who work will be paid for hours worked, which may include overtime. Employees who are asked to work will also receive administrative pay for their regular scheduled hours.

**SECTION 2.** This resolution shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the Hilliard Town Council, Hilliard, Florida.

\_\_\_\_\_  
John P. Beasley  
Council President

ATTEST:

\_\_\_\_\_  
Lisa Purvis  
Town Clerk

APPROVED:

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Floyd L. Vanzant  
Mayor

## RESOLUTION NO. 2022-14

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION, ADOPTING A TOWN POLICY REGARDING HUNTING ON TOWN PROPERTY; AMENDING THE TOWN OF HILLIARD PERSONNEL POLICY MANUAL TO BAN HUNTING ON TOWN PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Hilliard supports all valid, constitutional laws, be they at the local, state, or federal level and encourages that its citizens follow those laws;

**WHEREAS**, the Town of Hilliard has expressed in general terms both by policy and its Personnel Policy Manual that its employees must follow all laws and continues to demand such compliance from its employees, contractors, and vendors;

**WHEREAS**, legal recreational hunting is an important cultural activity for many residents of the Town of Hilliard, but it is heavily regulated and it is illegal to trespass under any circumstances;

**WHEREAS**, recent events necessitate the Town of Hilliard closely examining and improving its policies regarding hunting and safety on Town property;

**WHEREAS**, the Town of Hilliard desires and expressing a ZERO TOLERANCE policy regarding any person recreationally hunting on property that is owned, leased, or managed by the Town; and

**WHEREAS**, the Town of Hilliard desires to amend its Personnel Policy Manual to reflect its ZERO TOLERANCE policy for its employees, contractors, vendors, guests, and licensees on Town property.

**NOW THEREFORE BE IT RESOLVED**, that the Town Council of the Town of Hilliard hereby resolves to adopt the following policy regarding hunting on Town property:

**SECTION 1.** The Town of Hilliard hereby expresses its ZERO TOLERANCE policy for any type of recreational hunting on property owned, leased, or managed by the Town. This ZERO TOLERANCE policy shall apply to employees, contractors, and vendors.

**SECTION 2.** As part of its ZERO TOLERANCE strategy, the Town hereby amends Section 103 of the Town of Hilliard's Personnel Policy Manual in the following manner:

The successful business operation and reputation of the Town is built upon the principles of fair dealing and ethical conduct of our employees. Our reputation for integrity and excellence requires careful observance of the spirit and letter of all applicable laws and regulations, as well as a scrupulous regard for the highest standards of conduct and personal integrity. The following policies will govern business ethics and conduct:

1. No Town employee shall accept a gift, favor or service from any person, firm or corporation which transacts business with the Town in return for any favorable treatment, promise of favorable treatment or any other action by the Town employee.
2. No Town employee shall use or attempt to use his/her position to secure special privileges, favors or exemptions for self or others, except as may be provided by policy and/or law.
3. No Town employee shall accept employment or engage in any activity which would require the employee to disclose confidential information acquired from the employee's position with the Town or disclose confidential information for personal gain or benefit.
4. Any Town employee who is an officer, director, agent or member of, or owns an interest in, any corporation, firm partnership, or other business entity which is subject to the regulation of, or which has substantial business commitments with the Town, shall file a sworn statement to this affect with the Town.
5. No Town employee shall transact any official Town business with any business entity of which the employee is an officer, director, agent or member, or in which an interest is owned.
6. No employee shall have personal investments in any enterprise which will create a substantial conflict between private interest and public interest.
7. No Town employee will engage in the harassment of co-workers or members of the general public to include harassment involving race, age, religion, color, sex, handicapping condition, sexual orientation or any other basis protected by law, rule or ordinance.

The continued success of the Town is dependent upon the trust of the citizens we support and we are dedicated to preserving that trust. Employees owe a duty to the Town and its citizens to act in a way that will merit the continued trust and confidence of the public. Further, employees owe a duty to the Town and its citizens to ensure its actions do not endanger the Town or its citizens by disregarding safety conventions or by recreationally hunting on Town property, which is expressly forbidden as described elsewhere in this Manual.

The Town will comply with all applicable laws and regulations and expects its council members, officials and employees to conduct business in accordance with the letter, spirit, and intent of all relevant laws and to refrain from any illegal, dishonest, or unethical conduct. This includes not recreationally hunting on property that is owned, leased, or managed by the Town.

In general, the use of good judgment, based on high ethical principles, should guide you with respect to lines of acceptable conduct. If a situation arises where it is difficult to determine the proper course of action, the matter should be discussed openly with your immediate supervisor and, if necessary, with the Mayor.

Compliance with this policy of business ethics and conduct is the responsibility of every Town employee. Disregarding or failing to comply with this standard of business ethics and conduct could lead to disciplinary action, up to and including termination of employment.

**SECTION 3.** As part of its ZERO TOLERANCE strategy, the Town hereby amends Section 103 of the Town of Hilliard's Personnel Policy Manual in the following manner:

To assist in providing a safe and healthful work environment for employees, customers, and visitors, the Town has established a workplace safety program. This program is a top priority for the Town. Town supervisors have responsibility for implementing, administering, monitoring, and evaluating the safety program. Its success depends on the alertness and personal commitment of all.

Additionally, the Town has established a ZERO TOLERANCE policy for recreational hunting by any person on property that is owned, leased, or managed by the Town. This is an important policy to the Town because it will ensure the safety of the public in or around Town property.

The Town provides information to employees about workplace safety and health issues through regular internal communication channels such as supervisor-employee meetings, bulletin board postings, memos, or other written communications.

Employees and supervisors receive periodic workplace safety training. The training covers potential safety and health hazards and safe work practices and procedures to eliminate or minimize hazards.

Each employee is expected to obey safety rules and to exercise caution in all work activities, including abiding by the Town's ZERO TOLERANCE policy on recreational hunting on Town property. Employees must immediately report any unsafe condition to the appropriate supervisor. Employees who violate safety standards, who cause hazardous or dangerous situations, or who fail to report or, where appropriate, remedy such situations, may be subject to disciplinary action, up to and including termination of employment.

**SECTION 4.** This Resolution shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the Hilliard Town Council, Hilliard, Florida.

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John P. Beasley  
Council President

ATTEST:

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Lisa Purvis  
Town Clerk

APPROVED:

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Floyd L. Vanzant  
Mayor

# HILLIARD TOWN COUNCIL MEETING

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

## TOWN COUNCIL MEMBERS

Floyd L. Vanzant, Mayor  
John P. Beasley, Council President  
Kenny Sims, Council Pro Tem  
Lee Pickett, Councilman  
Jared Wollitz, Councilman  
Callie Kay Bishop, Councilwoman

## ADMINISTRATIVE STAFF

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

## TOWN ATTORNEY

Christian Waugh

## MINUTES

TUESDAY, SEPTEMBER 06, 2022, 6:00 PM

### CALL TO ORDER

### PRAYER & PLEDGE OF ALLEGIANCE

### ROLL CALL

### PRESENT

Council President John Beasley  
Council Pro Tem Kenny Sims  
Councilman Lee Pickett  
Councilman Jared Wollitz

### ABSENT

Mayor Floyd Vanzant  
Councilwoman Callie Kay Bishop

### WORKSHOP

- ITEM-1 Town Council and Department Directors review and discussion of the Fiscal Year 2022-2023 Budget and Capital Improvements Plan for the following Departments:  
General Fund - General, Streets, Parks & Recreation, Fire & Airpark  
Special Revenue Fund - Excise Tax (Local Option Gas Tax)  
Capital Improvements Fund -All Departments  
Enterprise Fund - Water & Sewer  
***Lisa Purvis, MMC - Town Clerk***  
***Public Works Director - Richie Rowe***  
***Parks & Recreation Director - Gabe Whittenburg***

All department budgets are reviewed and discussed.

Town Council states they would like to see Airpark financial statements from Hilliard Aviation, Inc.

Town Gym Capital repairs are discussed at length.

Add the Oxford Street Sewer Force Main Legislative Appropriation grant funding in the amount of \$604,000.00 to the capital infrastructure for Fiscal Year 2022-2023.

ITEM-2 Town Council review and discussion of the Fiscal Year 2023-2027 Five Year Capital Improvements Plan.

***Lisa Purvis, MMC - Town Clerk***

Reviewed all the Capital Improvements Plan for Fiscal Year 2022-2027.

ITEM-3 Town Council review and discussion of the Fiscal Year 2009-2023 State Revenues Actuals and Estimates.

***Lisa Purvis, MMC - Town Clerk***

Reviewed State Estimates for Fiscal Year 2022-2023.

ITEM-4 Town Council review and discussion of the Fiscal Year 2010-2023 Donations & Requests.

***Lisa Purvis, MMC - Town Clerk***

Reviewed all Donations and Requests for Fiscal Year 2022-2023.

### **ADDITIONAL COMMENTS**

No additional comments.

### **ADJOURNMENT**

Motion to adjourn at 8:40 p.m.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.

Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Hilliard Town Council, Hilliard, Florida.

\_\_\_\_\_  
John P. Beasley  
Council President

ATTEST:

\_\_\_\_\_  
Lisa Purvis  
Town Clerk

APPROVED:

---

Floyd L. Vanzant  
Mayor

# HILLIARD TOWN COUNCIL MEETING

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

## TOWN COUNCIL MEMBERS

Floyd L. Vanzant, Mayor  
John P. Beasley, Council President  
Kenny Sims, Council Pro Tem  
Lee Pickett, Councilman  
Jared Wollitz, Councilman  
Callie Kay Bishop, Councilwoman

## 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, Vice Chair  
Lee Anne Wollitz  
Josetta Lawson  
Wendy Prather  
Charles Reed

## ADMINISTRATIVE STAFF

Janis Fleet, AICP  
Land Use Administrator

## PLANNING AND ZONING ATTORNEY

Mary Norberg

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## MINUTES

**TUESDAY, SEPTEMBER 13, 2022, 6:00 PM**

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## CALL TO ORDER

## PRAYER & PLEDGE OF ALLEGIANCE

## ROLL CALL

## PRESENT

Mayor Floyd Vanzant  
Council President John Beasley  
Council Pro Tem Kenny Sims  
Councilman Lee Pickett  
Councilman Jared Wollitz  
Councilwoman Callie Kay Bishop  
Planning & Zoning Board Vice Chair Harold "Skip" Frey  
Planning & Zoning Board Member Wendy Prather  
Planning & Zoning Board Member Lee Anne Wollitz  
Planning & Zoning Board Member Josetta Lawson  
Planning & Zoning Board Member Charles Reed  
Town Clerk Lisa Purvis  
Public Works Director Richie Rowe  
Land Use Administrator Janis Fleet  
Planning & Zoning Attorney Mary Norberg

## ABSENT

Parks & Recreation Director Gabe Whittenburg  
Town Attorney Christian Waugh

## WORKSHOP

ITEM-1 Comparison of Parking Requirements - Town of Hilliard and Nassau County.

**Land Use Administrator Janis Fleet** explains the comparison of Parking Requirements between the Town of Hilliard and Nassau County. Businesses along US1 are discussed at length in regard to street parking no longer exist.

Plant nursery change to retail space versus ground area.

Restaurants need to be less restrictive.

All agree that the Town of Hilliard Parking Requirements need to be the same as Nassau County or the Town of Hilliard needs to add a statement that allows where the Planning and Zoning has discretion, whichever is less restrictive.

All agree to go with Nassau County.

Add shared parking between businesses allowed.

ITEM-2 ARTICLE VI - SUPPLEMENTARY REGULATIONS - Chapter 62 Zoning and Land Development Regulations Strikethroughs & Underlines.

Chapter 62-381 PURPOSE OF DIVISION; SPACE REQUIRED -  
Parking space sizes are reduced from 10X20 to 9X18.

Chapter 62-182 GENERAL OFF-STREET PARKING REQUIREMENTS –  
(b) Decision is made to swap with Nassau County requirements for parking.

Chapter 62-383 OFF DTREET LOADING DEFINITION AND REQUIREMENTS -  
Town Council did not compare to Nassau County.

Chapter 62-384 DESIGN STANDARDS -

(a) Grass, asphalt, concrete, milling but keep St. Johns River Water Management District and Florida Department of Transportation requirements for permitting.

Chapter 62-385 AREA LOCATION -  
No changes.

ITEM-3 ARTICLE VII - SIGNS - Chapter 62 Zoning and Land Development Regulations Strikethroughs & Underlines.

**Land Use Administrator Janis Fleet** states she reviewed a permit today for Circle K and the way our code is currently written, along with US1 setbacks, the code cannot always be met.

**Planning and Zoning Board Member Lee Anne Wollitz** states that Chapter 62-411 DEFINITIONS needs to have a clearer definition of what a sign is.

**Council Pro Tem Sims** states he talked with the Building Inspector and if Nassau County can write a Special Exception, the Town Council and Planning & Zoning Board should be able to do that too. Council Pro Tem Sims further states the City of Jacksonville has an exemption for 400 square feet signs on buildings because currently citizens/developers have to have engineer drawings on how the signs will be attached to the building.

**Planning and Zoning Board Member Lee Anne Wollitz** states her question was regarding posters and if there will need to be Engineered drawings to install

them.

**Council President John Beasley** mentions how long it takes to get items on the Planning and Zoning agendas. He states it takes at least two months.

**Land Use Administrator Janis Fleet** states she does not understand what Council President John Beasley is referring to since signs would not go before the Planning and Zoning Board.

Town Council and Planning and Zoning Board close discussion at Chapter 62-416 REMOVAL OF SIGNS and will resume here at the next Joint Workshop.

### **ADDITIONAL COMMENTS**

No additional comments.

### **ADJOURNMENT**

Motion to adjourn at 6:55 p.m.

Motion made by Council President Beasley, Seconded by Councilman Wollitz.

Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Hilliard Town Council, Hilliard, Florida.

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John P. Beasley  
Council President

ATTEST:

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Lisa Purvis  
Town Clerk

APPROVED:

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Floyd L. Vanzant  
Mayor

# HILLIARD TOWN COUNCIL MEETING

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

## TOWN COUNCIL MEMBERS

Floyd L. Vanzant, Mayor  
John P. Beasley, Council President  
Kenny Sims, Council Pro Tem  
Lee Pickett, Councilman  
Jared Wollitz, Councilman  
Callie Kay Bishop, Councilwoman

## ADMINISTRATIVE STAFF

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

## TOWN ATTORNEY

Christian Waugh

## MINUTES

**THURSDAY, SEPTEMBER 15, 2022, 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 Floyd Vanzant  
Council President John Beasley  
Council Pro Tem Kenny Sims  
Councilman Lee Pickett  
Councilman Jared Wollitz

### ABSENT

Councilwoman Callie Kay Bishop

## PUBLIC HEARING

### ITEM-1

AD Valorem Tax Millage Rate  
Ordinance No. 2022-06 - Open Public Hearing  
An Ordinance of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation concerning the Ad Valorem Tax Millage Rate for the 2022-2023 year for the Town of Hilliard, Florida; advising the Nassau County Property Appraiser of the "Rolled Back Rate" and of the final adopted Millage Rate; providing an

effective date.

***Town Attorney Waugh***

Call for Public Comment

No public wish to address the Council.

Close Public Hearing on Ordinance No. 2022-06

Motion to close the Public Hearing at 7:02 p.m.

Motion made by Councilman Pickett, Seconded by Council Pro Tem Sims.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

### **REGULAR MEETING - Town Council Action**

Town Council adoption of First Reading Ordinance No. 2022-06 and set Public Hearing & Final Reading for Monday, October 3, 2022.

Motion made by Councilman Pickett, Seconded by Council Pro Tem Sims.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

## **ITEM-2**

Budget Fiscal Year 2022-2023

Ordinance No. 2022-07 - Open Public Hearing

An Ordinance of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation estimating income, appropriating funds, and adopting a budget for the 2022-2023 Fiscal Year for the Town of Hilliard; providing for an effective date.

***Town Attorney Waugh***

Call for Public Comment

No public wish to address the Council.

Close Public Hearing on Ordinance No. 2022-07

Motion to close the Public Hearing at 7:04 p.m.

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

### **REGULAR MEETING - Town Council Action**

Town Council adoption of First Reading Ordinance No. 2022-07 and set Public Hearing & Final Reading for Monday, October 3, 2022.

Motion made by Councilman Wollitz, Seconded by Councilman Pickett.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

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

**John Russell, 37150 Walker Street, Hilliard** states he has lived at this address for the past 7 years and does not have an issue with the ditch but the future land owner may have an issue. Mr. Russell states he would be willing to grant a permanent utility easement in return for the Town paving the 20X30 section of the driveway that has a manhole in the center when Walker Street cul-de-sac is paved.

## **REGULAR MEETING**

ITEM-3      Additions/Deletions to Agenda

Item-9 Town Council approval to pave a 20X30 section of driveway in exchange for permanent utility easement, Mr. John Russell, 37150 Walker Street.

Motion made by Councilman Wollitz, Seconded by Councilman Pickett.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

ITEM-4      Town Council approval to execute a Florida Department of Transportation Termination of Public Transportation Grant Agreement.

***Lisa Purvis, MMC - Town Clerk***

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

ITEM-5      Town Council approval for CDBG Water Main Replacement Change Order No. 6. increase of \$10,570.00 in Contractor Price for Adjustment for Quantities Actually Installed with Attached Documentation Supporting Change.

***Lisa Purvis, MMC – Town Clerk***

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

ITEM-6      Resolution No. 2022-12

A Resolution authorizing the permitting of a Homecoming Parade for the local high school on both local and county roads, which includes County Road 108; responsibility for traffic control; for claims arising from such event due to action on the part of or authorized by the Town; and providing for an effective date.

***Town Attorney Waugh***

Town Council to adopt Resolution No. 2022-12 authorizing the Hilliard Middle Senior High School Homecoming Parade on Friday, September 30, 2022, beginning at 2:45 p.m.

***Lisa Purvis, MMC - Town Clerk***

Motion made by Councilman Wollitz, Seconded by Councilman Pickett.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

- ITEM-7 Town Council approval of the Minutes from the September 1, 2022, Public Hearing and Regular Meeting.

***Lisa Purvis, MMC - Town Clerk***

Motion made by Councilman Pickett, Seconded by Council President Beasley.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

- ITEM-8 Town Council approval of Jordan and Family Construction, LLC, Payable through September 8, 2022, Project Name: Walker Street Drainage and Paving in the amount of \$1,800.00.

**CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$45,000.00**

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

#### **ADDED ITEMS**

- ITEM-9 Town Council approval to pave a 20X30 section of driveway in exchange for permanent utility easement for the property located at 37150 Walker Street. Owner John Russell.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

#### **ADDITIONAL COMMENTS**

##### **PUBLIC**

No public wish to address the Council.

##### **MAYOR & TOWN COUNCIL**

**Mayor Vanzant** reads the upcoming meeting dates:

##### **September Meetings:**

Tuesday, 09-06-2022	@ 6PM	Workshop (BUDGET)
Tuesday, 09-13-2022	@ 6PM	Joint Workshop (LDR'S)
Thursday, 09-15-2022	@ 7PM	Public Hearing & Regular Meeting (TRIM & BUD)
Monday, 09-26-2022	@ 6PM	Workshop (BUDGET)

##### **October Meetings:**

Thursday, 10-03-2022	@ 7PM	Public Hearing & Special Meeting
Thursday, 10-06-2022	@ 6PM	Joint Workshop (Alleyways)
Thursday, 10-06-2022	@ 7PM	Regular Meeting

Tuesday, 10-11-2022	@ 6PM	Joint Workshop (LDR'S)
Thursday, 10-20-2022	@ 7PM	Public Hearing & Regular Meeting (Rezone)

#### **ADMINISTRATIVE STAFF**

##### **PRESENT**

Town Clerk, Lisa Purvis  
Public Works Director, Ritchie Rowe

##### **ABSENT**

Parks & Recreation Director, Gabe Whittenburg

**Council President John Beasley** speaks on behalf of Parks & Recreation Director Whittenburg and speaks about Parks & Recreation Programs.

**Town Clerk Lisa Purvis** states she sent all Council members an email from the Hilliard Middle Senior High School principal regarding the Homecoming Parade.

**Town Clerk Lisa Purvis** asks to set a Budget Workshop for September 26, 2022, at 6:00 p.m.

Motion is made to set Budget Workshop for Monday, September 26, 2022, at 6:00 p.m.

Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

#### **TOWN ATTORNEY**

No comment.

#### **ADJOURNMENT**

Motion to adjourn at 7:30 p.m.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.  
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Hilliard Town Council, Hilliard, Florida.

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John P. Beasley  
Council President

ATTEST:

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Lisa Purvis  
Town Clerk

APPROVED:

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Floyd L. Vanzant  
Mayor



**Dixon Tree and Lawn Service**

55071 Mount Olive Rd  
 Callahan, FL 32011 US  
 904-879-6709  
 dixontreeandlawnservice@comcast.net

**INVOICE****BILL TO**

Town Of Hilliard  
 15859 West County Road  
 108  
 Hilliard, FL 32011

**INVOICE #** 4031**DATE** 09/12/2022**DUE DATE** 10/12/2022**TERMS** Net 30

DESCRIPTION	QTY	RATE	AMOUNT
September Service City Roadside Mowing 7th Cycle	1	8,750.00	8,750.00

Thank you for your business!

**BALANCE DUE****\$8,750.00**

*[Signature]*  
 9/14/22

# INVOICE

Invoice #:

6

ITEM-11

Please pay from this invoice.

Account xxxx xxxx xxxx 9253

Transaction Date 09/08/22

Total Invoice Due  
by 10/31/22 \$190.00Balance Due if paid online  
by 09/28/22 \$186.20TOWN OF HILLIARD FLORIDA  
PO BOX 249

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00022	CHAVARRIA CHARLES	CHAVARRIA CHARLES	NA	H6351-242549
Store / Register #: 6351, JACKSONVILLE, FL / 97				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
BEHR PPI 3050 SG UPW 5.00GL	00009278200001500002	1.0000	EA	\$190.00	\$190.00

SUBTOTAL	\$190.00
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$190.00

Early Pay Discount	\$3.80
Balance Due if paid online by 09/28/22	\$186.20

Please pay from this invoice.

The 2% early pay discount is applied to the purchase subtotal (excluding sales tax) on invoices paid online within 20 days of the transaction date.

001-01-51352  
capital

Questions About Your Account	ACCT MGR	HOME DEPOT CREDIT SERVICES	PHONE	1-800-395-7363 (TTY: 711)
	EMAIL	WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT	FAX	1-877-969-6751

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Page 1 of 2

8 HP 8

This Account is Issued by Citibank, N.A.

Please detach and return lower portion with your payment to ensure proper credit. Retain upper portion for your records.

P.O. Box 790420  
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 9253

Amount Due \$190.00

Due Date October 31, 2022

Invoice Number 6971052

Amount Enclosed: \$

Print address changes on the reverse side.

Make Checks Payable to ▼

Invoice Enclosed

TOWN OF HILLIARD FLORIDA  
PO BOX 249  
HILLIARD, FL 32046-0249HOME DEPOT CREDIT SERVICES  
DEPT. xx - xxxxxx9253  
PO BOX 78047  
PHOENIX, AZ 85062-8047

**Other Account and Payment Information**

**WHEN YOUR PAYMENT WILL BE CREDITED:** For payments by regular mail, please allow 5-7 days for your payment to reach us. Payment must be received in proper form at our processing facility by 5 p.m. local time there to be credited as of that day. All payments received at the processing facility in proper form after that hour will be credited as of the following day. There may be a delay of up to 5 days in crediting a payment sent by mail if it is not in the proper form or is addressed to a location other than the address listed on the return envelope or on the front of the payment coupon, or, for courier or express mail payments, to the Express Mail address set forth in the Express Mail section.

**PROPER FORM** for payments sent by mail or courier.

**For a payment to be in proper form, you should:**

- **ENCLOSE** your check or money order. No cash, gift cards, or foreign currency please.
- **INCLUDE** the last four digits of your account number and name.

**COPY FEE.** We charge \$5 for each copy of a billing statement that dates back 3 months or more. We add the fee to a balance of our choosing. We reserve the right to add this fee to balances subject to a higher annual percentage rate. We waive the fee if your request for the copy relates to a billing error or disputed purchase.

**PAYMENT OTHER THAN BY MAIL:**

- **Online Payments.** Go to the URL on Page 1 of your statement to make a payment. For security reasons, you may not be able to pay your entire New Balance the first time you make a payment online. The payment cutoff time for Online Bill Payments is 5 p.m. Eastern time. Payments received after 5 p.m. Eastern time will be credited as of the next day.

- **Phone.** Call the phone number on Page 1 of your statement payment. We may process your payment electronically after we verify your identity. There is no fee for this service. The payment cutoff time for Phone Payments is 5 p.m. Eastern time. Payments received after 5 p.m. Eastern time will be credited as of the next day.
- **Express Payments.** Send payment by courier or express mail to: Attn: Prox Payment Dept, 6716 Grade Lane, Building 9, Suite 910, Louisville, KY, 40213. Payment must be received in proper form, at the proper address, by 5 p.m. Eastern time in order to be credited as of that day. All payments received in proper form, at the proper address, after 5 p.m. Eastern time will be credited as of the next day.
- **In-Store Payments.** For your added convenience, payments can be made at The Home Depot® stores, with no service fee. Any payment in proper form accepted in-store will be credited as of that day. However, credit availability may be subject to verification of funds.

**If you send an eligible check with this payment coupon you authorize us to complete your payment by electronic debit. If we do the checking account will be debited in the amount on the check. We may do this as soon as the day we receive the check. Also the check will be destroyed.**

**REPORT A LOST, STOLEN OR NEVER RECEIVED CARD**

**IMMEDIATELY:** Customer Service is available 24 hours a day, 7 days a week.

**CUSTOMER SERVICE WRITTEN INQUIRY ADDRESS:**

Home Depot Credit Services, P.O. Box 790340, St. Louis, MO 63179

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Page 2 of 2

**Change of Address**

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- ✓ Job-Site Delivery

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**How doers  
get more done™**

12111 LEM TURNER RD  
JACKSONVILLE, FL 32218 (904)766-2818

6351 00097 95956 09/08/22 08:50 AM  
SALE CASHIER

ORDER ID: H6351-242549  
RECALL AMOUNT 190.00

SUBTOTAL 190.00  
SALES TAX 0.00  
TOTAL \$190.00

XXXXXXXXXXXX9253 HOME DEPOT  
USD\$ 190.00

AUTH CODE 008356/6971052 TA

TOWN OF HILLIARD FLORIDA  
CHAVARRIA CHARLES  
Chip Read  
AID A0000000049999D8400305 THD PLCC PROX

P.O.#/JOB NAME: NA



6351 97 95956 09/08/2022 4228

\*\*\*\*\*

### DID WE NAIL IT?

Take a short survey for a chance TO WIN  
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

[www.homedepot.com/survey](http://www.homedepot.com/survey)

User ID: GVMG 198552 192298  
PASSWORD: 22458 192201

Entries must be completed within 14 days  
of purchase. Entrants must be 18 or  
older to enter. See complete rules on  
website. No purchase necessary.



# SPECIAL SERVICES CUSTOMER INVOICE

Store 6351 N JACKSONVILLE  
12111 LEM TURNER RD  
JACKSONVILLE, FL 32218

Phone: (904) 766-2818  
Salesperson: CXI2S4L  
Reviewer: CXI2S4L

Page 1 of 1 No. H6351-242549

ITEM-11

VALIDATION AREA

This is only a QUOTE for the merchandise and services printed below. This becomes an Agreement upon payment and an endorsement by a Home Depot register validation.

SOLD TO	Name	HILLIARD TOWN OF HILLIARD		Phone 1	(904) 845-3555
	Address	37516 OXFORD STREET		Phone 2	
				Company Name	
	City	HILLIARD		Job Description	NA
	State	FL	Zip	32046	County

QUOTE is valid for this date: 09/08/2022

## CARRY OUT MERCHANDISE

## MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers

REF # W02 SKU # 0000-515-664 The items listed in this section will be carried out of the store by the customer at time of sale.

### STOCK MERCHANDISE CARRIED OUT:

REF #	SKU	QTY	UM	DESCRIPTION	PI	TAX	PRICE EACH	EXTENSION
R01	0000-927-820	1.00	EA	5 gal. Ultra Pure White Semi-Gloss Enamel Low Odor Interior Paint & Primer /	A	N	\$190.00	\$190.00
MERCHANDISE TOTAL:								\$190.00
END OF CARRY OUT MERCHANDISE - REF #W02								

## TOTAL CHARGES OF ALL MERCHANDISE & SERVICES

### Policy Id (PI):

A: 90 DAYS DEFAULT POLICY;

'The Home Depot reserves the right to limit / deny returns. Please see the return policy sign in stores for details.'

ORDER TOTAL	\$190.00
SALES TAX	\$0.00
TOTAL	\$190.00
BALANCE DUE	\$190.00

END OF ORDER No. H6351-242549

Check your current order status online at  
[www.homedepot.com/orderstatus](http://www.homedepot.com/orderstatus)



(9801) 0100717444

Page 1 of 1 No. H6351-242549

Customer Copy

63



# INVOICE

**Invoice #:****ITEM-11**

Please pay from this invoice.

**Account** xxxx xxxx xxxx 9253**Transaction Date** 09/23/22**Total Invoice Due by 10/31/22** \$39.98**Balance Due if paid online by 10/13/22** \$39.18TOWN OF HILLIARD FLORIDA  
PO BOX 249

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00022	CHAVARRIA CHARLES	CHAVARRIA CHARLES	TOWNHALL	
Store / Register #: 6351, JACKSONVILLE, FL / 13				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
BEHR PPI 3050 SG UPW 128OZ	00009280460001500002	1.0000	GA	\$39.98	\$39.98

<b>SUBTOTAL</b>	\$39.98
<b>TAX</b>	\$0.00
<b>SHIPPING</b>	\$0.00
<b>TOTAL</b>	\$39.98

<b>Early Pay Discount</b>	\$0.80
<b>Balance Due if paid online by 10/13/22</b>	\$39.18

Please pay from this invoice.

The 2% early pay discount is applied to the purchase subtotal (excluding sales tax) on invoices paid online within 20 days of the transaction date.

**Questions About Your Account** **ACCT MGR** HOME DEPOT CREDIT SERVICES **PHONE** 1-800-395-7363 (TTY: 711)  
**EMAIL** WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT **FAX** 1-877-969-6751

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Page 1 of 2

8 HP 23

This Account is Issued by Citibank, N.A.

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P.O. Box 790420  
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 9253

**Amount Due** \$39.98**Due Date** October 31, 2022**Invoice Number** 1133607**Amount Enclosed:** \$ 

Print address changes on the reverse side.

**Make Checks Payable to ▼****Invoice Enclosed**TOWN OF HILLIARD FLORIDA  
PO BOX 249  
HILLIARD, FL 32046-0249HOME DEPOT CREDIT SERVICES  
DEPT. xx - xxxxxx9253  
PO BOX 78047  
PHOENIX, AZ 85062-8047

### Other Account and Payment Information

**WHEN YOUR PAYMENT WILL BE CREDITED:** For payments by regular mail, please allow 5-7 days for your payment to reach us. Payment must be received in proper form at our processing facility by 5 p.m. local time there to be credited as of that day. All payments received at the processing facility in proper form after that hour will be credited as of the following day. There may be a delay of up to 5 days in crediting a payment sent by mail if it is not in the proper form or is addressed to a location other than the address listed on the return envelope or on the front of the payment coupon, or, for courier or express mail payments, to the Express Mail address set forth in the Express Mail section.

**PROPER FORM** for payments sent by mail or courier.

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- **ENCLOSE** your check or money order. No cash, gift cards, or foreign currency please.
- **INCLUDE** the last four digits of your account number and name.

**COPY FEE.** We charge \$5 for each copy of a billing statement that dates back 3 months or more. We add the fee to a balance of our choosing. We reserve the right to add this fee to balances subject to a higher annual percentage rate. We waive the fee if your request for the copy relates to a billing error or disputed purchase.

### PAYMENT OTHER THAN BY MAIL:

- **Online Payments.** Go to the URL on Page 1 of your statement to make a payment. For security reasons, you may not be able to pay your entire New Balance the first time you make a payment online. The payment cutoff time for Online Bill Payments is 5 p.m. Eastern time. Payments received after 5 p.m. Eastern time will be credited as of the next day.

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**If you send an eligible check with this payment coupon you authorize us to complete your payment by electronic debit. If we do the checking account will be debited in the amount on the check. We may do this as soon as the day we receive the check. Also the check will be destroyed.**

### REPORT A LOST, STOLEN OR NEVER RECEIVED CARD

**IMMEDIATELY:** Customer Service is available 24 hours a day, 7 days a week.

### CUSTOMER SERVICE WRITTEN INQUIRY ADDRESS:

Home Depot Credit Services, P.O. Box 790340, St. Louis, MO 63179

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Page 2 of 2

### Change of Address

Please print address changes in blue or black ink.

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- ✓ Job-Site Delivery



**THE HOME DEPOT Pro™** Visit your local Pro Desk today.

# INVOICE

Invoice #:

2 ITEM-11

Please pay from this invoice.

Account

xxxx xxxx xxxx 9253

Transaction Date

09/12/22

Total Invoice Due  
by 10/31/22

\$649.96

Balance Due if paid online  
by 10/02/22

\$636.96

TOWN OF HILLIARD FLORIDA  
PO BOX 249

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00022	CHAVARRIA CHARLES	CHAVARRIA CHARLES	PAINT	H6346-436816
Store / Register #: 6346, JACKSONVILLE, FL / 97				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
BEHR PPI 3400 SG MED 4.68GL	00009283810001500002	1.0000	EA	\$190.00	\$190.00
BEHR PPI 3300 SG DEEP 116OZ	00009270610001500002	2.0000	GA	\$39.98	\$79.96
BEHR PPI 3050 SG UPW 5.00GL	00009278200001500002	2.0000	EA	\$190.00	\$380.00

SUBTOTAL	\$649.96
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$649.96

Early Pay Discount	\$13.00
Balance Due if paid online by 10/02/22	\$636.96

Please pay from this invoice.

The 2% early pay discount is applied to the purchase subtotal (excluding sales tax) on invoices paid online within 20 days of the transaction date.

Questions About Your Account ACCT MGR HOME DEPOT CREDIT SERVICES PHONE 1-800-395-7363 (TTY: 711) EMAIL WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT FAX 1-877-969-6751

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION Page 1 of 2 8 HP 12 This Account is Issued by Citibank, N.A.

Please detach and return lower portion with your payment to ensure proper credit. Retain upper portion for your records.

Your Account Number is xxxx xxxx xxxx 9253

P.O. Box 790420  
St. Louis, MO 63179

Amount Due \$649.96  
Due Date October 31, 2022  
Invoice Number 2972182

Invoice Enclosed

Amount Enclosed: \$

Print address changes on the reverse side.  
Make Checks Payable to ▼TOWN OF HILLIARD FLORIDA  
PO BOX 249  
HILLIARD, FL 32046-0249HOME DEPOT CREDIT SERVICES  
DEPT. xx - xxxxxx9253  
PO BOX 78047  
PHOENIX, AZ 85062-8047

**Other Account and Payment Information**

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- **In-Store Payments.** For your added convenience, payments can be made at The Home Depot® stores, with no service fee. Any payment in proper form accepted in-store will be credited as of that day. However, credit availability may be subject to verification of funds.

**If you send an eligible check with this payment coupon you authorize us to complete your payment by electronic debit. If we do the checking account will be debited in the amount on the check. We may do this as soon as the day we receive the check. Also the check will be destroyed.**

**REPORT A LOST, STOLEN OR NEVER RECEIVED CARD**

**IMMEDIATELY:** Customer Service is available 24 hours a day, 7 days a week.

**CUSTOMER SERVICE WRITTEN INQUIRY ADDRESS:**

Home Depot Credit Services, P.O. Box 790340, St. Louis, MO 63179

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Page 2 of 2

**Change of Address**

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- ✓ Job-Site Delivery

PERFORMANCE P  
Rheem



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# Customer Invoice

9/12/2022, 10:00 AM EDT

Sales Person JED283      Store Phone # (904) **ITEM-11**  
Store # 6346      Location 855 LANE AVE SOUTH, JACKSONVILLE

Validation Area

## Customer Information

**ALICIA HEAD**  
(904) 845-3455  
PAYABLES@TOWNOFHILLARD.COM

**TOWN OF HILLARD**  
15859 COUNTY RD 108  
HILLARD, FL 32046

Invoice # H6346-436816      PO / Job Name paint

**Will Call**      **Pickup Date**  
Monday, September 12  
10:00 AM EDT      **Alternate Pickup Person**  
charles

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
01 BEHR Premium Plus 5 gal. Medium Base Semi-Gloss Enamel Low Odor Interior Paint and Primer in One		928381	\$190.00 / each	1	\$190.00
02 BEHR Premium Plus 1 gal. Deep Base Semi-Gloss Enamel Low Odor Interior Paint and Primer in One		927061	\$39.98 / each	2	\$79.96
03 BEHR PREMIUM PLUS 5 gal. Ultra Pure White Semi-Gloss Enamel Low Odor Interior Paint & Primer		927820	\$190.00 / each	2	\$380.00

90 DAY RETURN POLICY. The Home Depot reserves the right to limit / deny returns. Please see the return policy sign in the stores for details.

## Pro Xtra 2022 Member Statement (as of 09/11)

Visit ProXtra: [https://www.homedepot.com/c/Pro\\_Xtra](https://www.homedepot.com/c/Pro_Xtra)

Pro Xtra Spend      Pro Xtra Savings  
\$0.00      \$0.00

Subtotal	\$649.96
Discounts	-\$0.00
Sales Tax	\$0.00
Invoice Total	\$649.96



98010101295418

Invoice is only valid for today:  
Monday, September 12

## The Home Depot Special Services Will Call/Direct Ship/Delivery

**Returns:** Except where prohibited by law, all returned Special Order Merchandise is subject to a fifteen percent (15%) restocking fee. Custom made goods are not returnable.

**Will Call:** The Home Depot Store will call the number provided on the invoice when your order is available. A Will Call held at the store for over thirty (30) days shall be subject to the abandoned property laws in your state.

**Direct Ship:** Direct Ship merchandise will be sent by the vendor and/or manufacturer to the address on the invoice.

**Delivery:** The Home Depot shall arrange for its delivery agent to deliver the merchandise to the address identified on the invoice pursuant to the following terms and conditions:

**Roads Notice:** The delivery address must be accessible by vehicle over roads and bridges rated to handle up to and including (40) forty ton loads. If any portion of delivery agent's route must traverse a section of road that is not rated to handle a forty ton load or heavier, Customer will be responsible for seeking a waiver, at Customer's expense, from the appropriate governmental authority. If Customer is unable to obtain a waiver, delivery service will not be available to the delivery address.

**Unattended Drop:** If Customer will not be present to accept the delivery, and the delivery can be left unattended, please initial below:

\_\_\_\_\_ By initialing here, I authorize The Home Depot and its delivery agent to leave the merchandise unattended following delivery, and I accept full responsibility for any resulting loss of, or damage to, the merchandise.

**Outside Deliveries Only:** If you are purchasing merchandise designated by The Home Depot for **outside delivery** only, your purchase **does not** include delivery of the merchandise beyond curbside; however, additional services may be available to deliver the merchandise to a location that you designate. In that event, you will be presented with the following waiver at the time of delivery, which you must sign as a condition of receiving any additional delivery services:

In consideration of the delivery of the merchandise that I purchased from The Home Depot ("Merchandise") to a location designated by me at my request, I, \_\_\_\_\_, on behalf of myself and my agents, successors, and assigns, hereby **RELEASE AND FOREVER DISCHARGE, WITHOUT CONDITIONS**, Home Depot U.S.A., Inc. and its affiliates, employees, officers, directors, managers, agents, contractors and any other person working through or under it (hereinafter collectively "The Home Depot"), from any and all claims, causes of action, demands, liabilities, damages, costs and expenses, of every kind and nature, whether known or unknown, suspected or unsuspected, which exist now or in the future (hereinafter "Claims"), relating and/or arising out of the delivery of the Merchandise. **I FURTHER EXPRESSLY, FULLY, AND UNCONDITIONALLY ASSUME ANY AND ALL RISKS AND FULL LIABILITY FOR ANY RESULTING PERSONAL INJURY, DAMAGE TO PROPERTY OR DAMAGE TO MERCHANDISE WHICH MAY GIVE RISE TO CLAIMS AGAINST ME AND/OR THE HOME DEPOT. I HAVE FULLY INFORMED MYSELF OF THE NATURE OF THE RISKS INHERENT IN THE DELIVERY OF THE MERCHANDISE AND VOLUNTARILY AGREE TO ALLOW DELIVERY OF THE MERCHANDISE ONTO MY PREMISES. I HAVE CAREFULLY READ AND COMPLETELY UNDERSTAND THIS RELEASE AND ASSUMPTION OF RISK FORM BEFORE SIGNING IT.** This agreement shall become effective upon my signature and shall be governed by the laws of the State of Georgia.

If you choose not to utilize additional delivery services beyond curbside delivery, you will not be required to sign the above waiver.

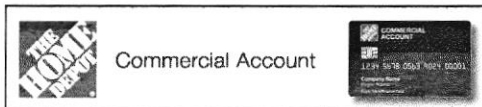
**Accepted by:**

**X**

Customer's Signature

09/12/2022

Date



Commercial Account



# INVOICE

Invoice #:

ITEM-11

Please pay from this invoice.

Account **xxxx xxxx xxxx 9253**Transaction Date **09/12/22**Total Invoice Due  
by 10/31/22 **\$90.82**Balance Due if paid online  
by 10/02/22 **\$89.00**TOWN OF HILLIARD FLORIDA  
PO BOX 249

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00022	CHAVARRIA CHARLES	CHAVARRIA CHARLES	TOWNHALL	
Store / Register #: 6351, JACKSONVILLE, FL / 16				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
PLATE, KICK_10" X 34" _SS	00002709440000400004	1.0000	EA	\$45.41	\$45.41
PLATE, KICK_10" X 34" _SS	00002709440000400004	1.0000	EA	\$45.41	\$45.41

SUBTOTAL	\$90.82
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$90.82

Early Pay Discount	\$1.82
Balance Due if paid online by 10/02/22	\$89.00

Please pay from this invoice.

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Questions About Your Account ACCT MGR HOME DEPOT CREDIT SERVICES PHONE 1-800-395-7363 (TTY: 711)  
EMAIL WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT FAX 1-877-969-6751

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Page 1 of 2

8 HP 12

This Account is Issued by Citibank, N.A.

Please detach and return lower portion with your payment to ensure proper credit. Retain upper portion for your records.

P.O. Box 790420  
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 9253

Amount Due **\$90.82**Due Date **October 31, 2022**Invoice Number **2163334**

Amount Enclosed: \$

Print address changes on the reverse side.  
Make Checks Payable to ▼

Invoice Enclosed

TOWN OF HILLIARD FLORIDA  
PO BOX 249  
HILLIARD, FL 32046-0249HOME DEPOT CREDIT SERVICES  
DEPT. xx - xxxxxx9253  
PO BOX 78047  
PHOENIX, AZ 85062-8047

**Other Account and Payment Information**

**WHEN YOUR PAYMENT WILL BE CREDITED:** For payments by regular mail, please allow 5-7 days for your payment to reach us. Payment must be received in proper form at our processing facility by 5 p.m. local time there to be credited as of that day. All payments received at the processing facility in proper form after that hour will be credited as of the following day. There may be a delay of up to 5 days in crediting a payment sent by mail if it is not in the proper form or is addressed to a location other than the address listed on the return envelope or on the front of the payment coupon, or, for courier or express mail payments, to the Express Mail address set forth in the Express Mail section.

**PROPER FORM** for payments sent by mail or courier.

**For a payment to be in proper form, you should:**

- **ENCLOSE** your check or money order. No cash, gift cards, or foreign currency please.
- **INCLUDE** the last four digits of your account number and name.

**COPY FEE.** We charge \$5 for each copy of a billing statement that dates back 3 months or more. We add the fee to a balance of our choosing. We reserve the right to add this fee to balances subject to a higher annual percentage rate. We waive the fee if your request for the copy relates to a billing error or disputed purchase.

**PAYMENT OTHER THAN BY MAIL:**

- **Online Payments.** Go to the URL on Page 1 of your statement to make a payment. For security reasons, you may not be able to pay your entire New Balance the first time you make a payment online. The payment cutoff time for Online Bill Payments is 5 p.m. Eastern time. Payments received after 5 p.m. Eastern time will be credited as of the next day.

- **Phone.** Call the phone number on Page 1 of your statement to make a payment. We may process your payment electronically after we verify your identity. There is no fee for this service. The payment cutoff time for Phone Payments is 5 p.m. Eastern time. Payments received after 5 p.m. Eastern time will be credited as of the next day.
- **Express Payments.** Send payment by courier or express mail to: Attn: Prox Payment Dept, 6716 Grade Lane, Building 9, Suite 910, Louisville, KY, 40213. Payment must be received in proper form, at the proper address, by 5 p.m. Eastern time in order to be credited as of that day. All payments received in proper form, at the proper address, after 5 p.m. Eastern time will be credited as of the next day.
- **In-Store Payments.** For your added convenience, payments can be made at The Home Depot® stores, with no service fee. Any payment in proper form accepted in-store will be credited as of that day. However, credit availability may be subject to verification of funds.

**If you send an eligible check with this payment coupon you authorize us to complete your payment by electronic debit. If we do the checking account will be debited in the amount on the check. We may do this as soon as the day we receive the check. Also the check will be destroyed.**

**REPORT A LOST, STOLEN OR NEVER RECEIVED CARD**

**IMMEDIATELY:** Customer Service is available 24 hours a day, 7 days a week.

**CUSTOMER SERVICE WRITTEN INQUIRY ADDRESS:**

Home Depot Credit Services, P.O. Box 790340, St. Louis, MO 63179

T10637 - HP - 1420 - OPRX - 0000 - - - - - X -

THD PROX EN JUN16

Page 2 of 2

**Change of Address**

Please print address changes in blue or black ink.

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**DOWNLOAD  
THE HOME DEPOT APP**


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- ✓ Check Perk progress
- ✓ Redeem offers
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- ✓ Bulk Price Savings
- ✓ Job-Site Delivery





**Visit your local Pro Desk today.**

VANZANT FLOORING INC  
 551411 US HWY 1  
 HILLIARD, FL. 32046  
 (904 845-2184  
 vanzantflooring@yahoo.com

# Invoice

Number 1079

Date 9/22/2022

**Bill To**

TOWN OF HILLIARD  
 HILLIARD  
 FL  
 32046

**Ship To**

PO Number

Terms

Project

Date	Description	Hours	Rate	Tax1	Amount
	COLOR ANCHOR 14527 TINKER CARPET SQAURES	289.00	\$41.99	✓	\$12,135.11
	ENDURA PLUS VINYL PLANKS COLOR #556 SMOKY OAK	25.00	\$49.83	✓	\$1,245.75
	FLOOR PRODUCT ONLY				

Amount Paid \$0.00

Amount Due \$14,317.52

Discount \$0.00

Shipping Cost \$0.00

Sub Total \$13,380.86

Sales Tax 7.00% on \$13,380. \$936.66

Total \$14,317.52

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$14,317.52	\$0.00	\$0.00	\$0.00	\$14,317.52

Whitehouse Recycling  
PO Box 919779  
Orlando, FL 32891-9779  
Sub Lockbox 9197790001  
(904) 786-1120

ITEM-13

RECEIVED  
SEP 02 2022

## Invoice 66854

TOWN OF HILLIARD

Bill to:  Town of Hilliard Attn: Richard Rowe PO Box 249 Hilliard, FL 32046	Job: 2022B Whitehouse Recycling
--	------------------------------------

Invoice #: 66854	Date: 08/30/22	Customer P.O. #: 082322-01RR
Payment Terms: Net 30	Salesperson:	
Customer Code: 12634		

Remarks:

Quantity	Description	U/M	Unit Price	Extension
5.000	Crushcrete 8/19/22	LD	360.00	1,800.00
Subtotal:				1,800.00
Total:				1,800.00

*RR* 9/2/22 (JB Coxwell)  
Walker Street

001-03-54163