

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

AGENDA

THURSDAY, NOVEMBER 03, 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

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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-2 Town Council approval to enter into Engineering Service Agreement for the Oxford Street Force Main Rerouting in the amount of \$101,900. Project funding through the State of Florida Department of Environmental Protection Legislative Appropriations Grant (LPA0302).
Lisa Purvis, MMC – Town Clerk

ITEM-3 Hilliard Middle Senior High School, Assistant Principal Brooke Smith requests a donation from the Town of Hilliard for Positive Behavioral Interventions and Supports (PBIS) for students and teacher/staff building throughout the year.
Lisa Purvis, MMC – Town Clerk

ITEM-4 Town Council approval to grant a Septic Tank Exemption for Douglas R. Loyd, property located at the corner of Ohio Street and West Tenth Avenue, known as Block 201, Lots 20-24, Parcel ID No. 08-3N-24-2380-0201-0200.
Richie Rowe – Public Works Director

ITEM-5 Town Council to establish a Process to Close, Abandon, or Vacate; Streets, Alleys, Easements, or Right of Ways, within the Town of Hilliard.
Christian Waugh - Town Attorney

ITEM-6 Town Council approval of Capital Budgeted purchase of a John Deere 4052R Compact Utility Tractor with Attachments, State Contract FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22), total cost \$66,548.87
Richie Rowe – Public Works Director

ITEM-7 Town Council approval of Capital Budgeted purchase of a Vactor RamJet, Trailer-Series RamJet 300-Gallons, Shrouded – 18GPM @ 4000 PSI, Sourcewell State Contract #101221-VTR, from Environmental Products Florida, total cost \$63,975.
Richie Rowe – Public Works Director

ITEM-8 Town Council approval of Capital Budgeted purchase of a 2023 GMC Sierra 2500HD Regular Cab 4WD 8' Bed Work Truck, Sourcewell State Contract #2023091521-NAF & 060920-NAF, from Alan Jay Fleet Sales in the amount of \$56,122.00 to replace the purchase of the 2022 Ford F250 Super Cab Truck that was approved on January 20, 2022.
Richie Rowe – Public Works Director

ITEM-9 Town Council approval of exception in authorized spending limit for Parks & Recreation Director to purchase auctioned fitness equipment.
Gabe Whittenburg - Parks & Recreation Director

ITEM-10 Town Council approval of the Minutes from the October 11, 2022 Joint Workshop and October 20, 2022 Public Hearing & Regular Meeting.
Lisa Purvis, MMC - Town Clerk

ITEM-11 Town Council approval of Dixon Tree and Lawn Service, Payable for Mow No. 8 through October 17, 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-12 Town Council approval of Taylors Construction of Hilliard, Inc., Payable through October 24, 2022, Project Name: Town Hall Renovations in the amount of \$11,682.48.
CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$70,000.00

ADDED ITEMS

ADDITIONAL COMMENTS

PUBLIC

MAYOR & TOWN COUNCIL

ADMINISTRATIVE STAFF

TOWN ATTORNEY

ADJOURNMENT

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

TOWN COUNCIL MEETINGS

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

PLANNING & ZONING BOARD MEETINGS

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

MINUTES & TRANSCRIPTS

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

TOWN WEBSITE & YOUTUBE MEETING VIDEO

The Town's Website can be access at www.townofhilliard.com.
Live & recorded videos can be access at www.youtube.com search - Town of Hilliard, FL.

ADA NOTICE

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

APPEALS

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

PUBLIC PARTICIPATION

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action regardless of whether the issue is on the Agenda. Certain exemptions for

emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

EXPARTE COMMUNICATIONS

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

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 |



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 3, 2022

FROM: *Lisa Purvis, MMC – Town Clerk*

SUBJECT: Town Council approval to enter into Engineering Service Agreement for the Oxford Street Force Main Rerouting in the amount of \$101,900. Project funding through the State of Florida Department of Environmental Protection Legislative Appropriations Grant (LPA0302).

BACKGROUND:

See attached Engineering Service Agreement from Mittauer & Associates, Inc. dated October 24, 2022.

FINANCIAL IMPACT:

Legislative Appropriations grant funding in the amount of \$609,000.

RECOMMENDATION:

Approval of Engineering Services Agreement for the Oxford Street Force Main Rerouting Project with Mittauer & Associates, Inc. in the amount of \$101,900.



October 24, 2022

The Honorable Floyd Vanzant, Mayor, and Town Council
Town of Hilliard
15859 West County Road 108
Hilliard, FL 32046

RE: Engineering Services Agreement
Oxford Street Force Main Rerouting (LPA0302)
Town of Hilliard, Florida
Mittauer & Associates, Inc. Project No. 9610-55-1

Dear Mayor and Town Council:

We are pleased to present the following proposal for Engineering Design, Bidding, and Construction Phase Services related to the Oxford Street pump station force main rerouting to alleviate sewer system backups at the Franklin Mini-mall. Mittauer & Associates, Inc., hereinafter referred to as the Engineer, proposes to provide services as described in the Scope of Services to the Town of Hilliard, Florida, the Client, for the fees stipulated hereafter.

SCOPE OF SERVICES

The Engineer shall prepare Construction Drawings and Specifications describing the proposed work, which will consist of the following: upgrading the existing Oxford Street pump station; 4,200 LF of 6" force main; jack & bore of the railroad; connection to the existing 8" force main from the master lift station; valves and fittings; and associated restoration. The construction drawings shall be of sufficient detail to solicit bids/price quotes from area contractors and for the selected contractor to be able to construct the proposed improvements. Project will be funded from Legislative Appropriation LPA0302.

ITEM A - PRELIMINARY ENGINEERING

Preliminary engineering services includes preliminary planning of the project and the preparation of exhibits, maps, and an opinion of probable project cost.

Town of Hilliard, Florida
Engineering Services Agreement
October 24, 2022
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ITEM B - ENGINEERING DESIGN

1. Oxford Street Lift Station Upgrades: The Engineer shall prepare construction drawings and specifications for the upgrading of the existing Oxford Street lift station to allow it to be able to pump directly to the headworks of the Town's existing wastewater treatment facility. The proposed improvements will include new pumps, controls, and control panel.
2. 6" Force Main Rerouting: The Engineer shall prepare construction drawings and specifications for the rerouting of the 6" force main from the Oxford Street lift station, north along Oxford Street, east along West 6th Street, south along Orange Street, and east along West 4th Street to tie into the existing 8" force main on Mill Street. Design will include jack & bore of the railroad and directional drill under U.S. Hwy 1.

ITEM C - TOPOGRAPHIC SURVEY

The Engineer shall obtain on-site, above-ground field topographic survey information at the immediate area of improvements as necessary for the preparation of construction drawings and preparation of the permit applications. As it relates to subsurface utilities, the Engineer shall perform a Quality Level C Investigation, in accordance with ASCE 38-02, Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data.

ITEM D - PERMIT APPLICATIONS

1. DEP Sewer: The Engineer shall prepare a Florida Department of Environmental Protection Notification/Application for Constructing a Domestic Wastewater Collection/Transmission System for construction of the wastewater collection system extensions.
2. Preparation of a Florida Department of Environmental Protection (FDEP) Wastewater Collection System Permit Application. Engineer shall respond to all reasonable requests for additional information from the regulatory agencies.
3. Preparation of a CSX Railroad Crossing Permit Application. Engineer shall respond to all reasonable requests for additional information from the regulatory agencies.

ITEM E - CONSTRUCTION BIDDING SERVICES

The Engineer shall assist the Client in advertising the project for construction bids, based upon award to a single contractor, by preparing an advertisement for bids; selling bid documents to prospective bidders; maintaining a record of prospective bidders to whom

Town of Hilliard, Florida
Engineering Services Agreement
October 24, 2022
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Bidding Documents have been issued; issuing addenda as appropriate to clarify, correct or change the bid documents; and preparing a tabulation of bids.

ITEM F - CONSTRUCTION ADMINISTRATION

The Engineer shall provide standard Engineering Construction Administration Services including the preparation of construction contract documents; attending a preconstruction conference; reviewing the Contractor’s material shop drawings; making periodic visits to the site to observe the progress of the various aspects of the Contractor’s work; reviewing and approval of the Contractor’s applications for payment; processing change orders, if required; reviewing the Contractor’s completion documents and record drawings; and performing a final inspection of the work.

ITEM G - RESIDENT PROJECT REPRESENTATIVE SERVICES

The Engineer shall provide the services of a Resident Project Representative (RPR) by making weekly on-site visits during meaningful construction activities on the project.

ITEM H - START-UP SERVICES

The Engineer shall provide start-up services on the project, including field time by the Engineer and assisting the Client’s employees with the operation of the new facilities.

ITEM I - OPERATIONS & MAINTENANCE MANUAL

The Engineer shall prepare an Operations & Maintenance (O&M) Manual covering the operational, controls, maintenance, mechanical and electrical systems of the upgraded lift station as required by the FDEP.

ITEMS FURNISHED BY CLIENT AT NO EXPENSE TO THE ENGINEER

The Client shall provide copies of all available Client records as may be required for the Engineer to complete these services. The Client shall provide all regulatory agency permit application fees and related items required by the agencies which may include soil borings, percolation tests, groundwater testing, soil sampling and/or other geotechnical information. Should land acquisition or easements be required for this project, the Client shall provide services that may be required such as property appraisals, legal surveys, easements, title searches, zoning changes, attorney fees and recording fees.

Town of Hilliard, Florida
Engineering Services Agreement
October 24, 2022
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The Engineer's scope of services does not include advertising costs, the preparation of landscape plans, traffic studies, retaining wall design, structural design of possible site signage, off-site design (except as noted), fire pump design, fire flow testing, zoning related tasks, wetlands surveys, wetlands permitting and/or wetland mitigation, flood plain permitting and/or flood plain mitigation, tree surveys, boundary or easement surveys, subdivision platting, LEED Consultation/Design or value engineering.

SCHEDULE OF FEES

For Item A - Preliminary Engineering, the Engineer shall be paid a lump sum fee of \$3,000.

For Item B - Engineering Design, the Engineer shall be paid a lump sum fee of \$41,400.

For Item C - Topographic Survey, the Engineer shall be paid a lump sum fee of \$10,000.

For Item D - Permit Applications, the Engineer shall be paid a lump sum fee of \$12,000.

For Item E - Construction Bidding Services, the Engineer shall be paid a lump sum fee of \$3,000 for each time, each phase of the project is bid.

For Item F - Construction Administration, the Engineer shall be paid a lump sum fee of \$13,800, assuming that the project is awarded to a single contractor.

For Item G - Resident Project Representative Services, the Engineer shall be paid a lump sum fee \$16,000 for up to 160 hours of part-time RPR time. Any requested RPR hours above 160 hours will be billed at \$100/hour.

For Item H - Start-up Services, the Engineer shall be paid a lump sum fee of \$1,500.

For Item I - O&M Manual, the Engineer shall be paid a lump sum fee of \$1,200.

TOTAL ENGINEERING FEE = \$101,900

Invoices for services in progress are prepared monthly and are due in accordance with Florida Statute 218, The Local Government Prompt Payment Act. Payments which are not received in accordance herewith are subject to late fees as outlined in the Act as well as collection fees and may cause the Engineer to stop work on the Client's projects. The fees listed above do not include state sales tax, federal sales tax, or value added tax (VAT), should they be required by law.

Town of Hilliard, Florida
Engineering Services Agreement
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ACCEPTANCE

Acceptance of this proposal may be indicated by the signature of a duly authorized official of the Client in the space provided below. One signed copy of this proposal returned to the Engineer shall serve as Notice-to-Proceed. Should this proposal not be accepted within a period of thirty (30) days, it shall become null and void.

Thank you for giving us the opportunity to serve the Town of Hilliard.

Sincerely,
Mittauer & Associates, Inc.

Accepted by:
Town of Hilliard, Florida



Joseph A. Mittauer, P.E.
President

By: _____
The Honorable Floyd Vanzant, Mayor

JAM/TPN/pj

Date: _____



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 3, 2022

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

SUBJECT: Hilliard Middle Senior High School, Assistant Principal Brooke Smith requests a donation from the Town of Hilliard for Positive Behavioral Inventions and Supports (PBIS) for students and teacher/staff building throughout the year.

BACKGROUND:

See attached letter from Assistant Principal Brooke Smith explaining the new program.

See attached spreadsheet with the Town Budgeted Donation Funds for FY 2022-2023.

FINANCIAL IMPACT:

Council Donation Request Amount.

RECOMMENDATION:

Town Council to determine if this is something that they would like to donate Town Donation Funds to and if so, the amount.



Hilliard Middle Senior High School
"Home of the Flashes"

One Flashes Avenue

Hilliard, FL 32046
(904) 845-2171

Principal John L. Crawford

Assistant Principal Brooke Smith

Dean Larry Milligan

ITEM-3

Dear Hilliard Water Department,

My name is Brooke Smith and I work at Hilliard Middle Senior High School as the Assistant Principal. Each year we welcome a new class of eager and bright students that we're so excited to get to know and amazing teachers and staff to push these students to excel. We work hard to make sure we provide amazing learning opportunities and engaging events to bring our school's community together and build staff morale.

This year, I am trying to raise money for Positive Behavioral Inventions and Supports (PBIS) for students and teacher/staff building throughout the year. Each nine weeks I would like to host an event for students who have showed positive behaviors in class and around school. I would also like to support the teachers/staff by hosting team building activities throughout the year.

We would like to ask that you help us continue supporting students and teachers by donating. No donation is too small. If you choose to contribute to our school, you will give more than just money. You'll be a hero to the students and teachers who will be able to benefit from the positive support activities.

Please feel free to contact me at 904-845-2171 ext 4603 or by email smithja13@nassau.k12.fl.us if you have any additional questions or if you'd like to support us in another way. If you would like to donate, you can send cash or a check made out to Hilliard Middle Senior High School attention Brooke Smith.

All of us at Hilliard Middle Senior High School thank you in advance for your support!

Warm regards,

Brooke Smith
Assistant Principal
Hilliard Middle Senior High School

RECEIVED
OCT 17 2022
TOWN OF HILLIARD

The mission of HMSH is to educate, empower, and enable all students to become caring, contributing citizens who can succeed in an ever-changing world. HMSHS is committed to focusing on high expectations and individual academic success to create a community of respect and responsibility.

**TOWN OF HILLIARD
DONATION REQUESTS**

GENERAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	APPROVED	ACTUAL	APPROVED	ACTUAL	APPROVED
	2020/2021	2020/2021	2021/2022	2021/2022	2022/2023
Barnabas Center (Crisis Center)	\$0	\$0	\$0	\$0	\$0
Community's In School (Tutoring Program)	\$0	\$0	\$0	\$0	\$0
Episcopal Children's Services	\$0	\$0	\$0	\$0	\$0
FL-955 AFJROTC GROUP (West Nassau High School)	\$250	\$0	\$250	\$0	\$0
Nassau Chamber (Teacher Appreciation Breakfast)	\$0	\$0	\$0	\$0	\$0
Hilliard Elementary School	\$0	\$0	\$0	\$0	\$0
Hilliard High School	\$0	\$0	\$0	\$0	\$0
Hilliard Quarterback Club (Pride of Hilliard Program)	\$250	\$0	\$250	\$0	\$0
Keep Nassau Beautiful (Town Clean Up)	\$1,500	\$0	\$1,500	\$0	\$2,000
Lyons Club Golf Tournament (Fundraiser)	\$0	\$0	\$0	\$0	\$0
Micah's Place (Domestic Violence Woman's Shelter)	\$0	\$0	\$0	\$0	\$0
Nassau County Economic Development Board	\$1,250	\$1,250	\$1,250	\$0	\$0
Neil Hampton Golf Tournament (Scholarship)	\$0	\$0	\$0	\$0	\$0
Relay for Life (Corporate Sponsor & Team Sponsor)	\$250	\$250	\$250	\$250	\$250
Second 2 None Riders Lakeland, GA (Biker's Fest for Kids)	\$250	\$0	\$250	\$0	\$0
Take Stock in Children (Scholarship Program)	\$0	\$0	\$0	\$0	\$0
Westside Optimist Club	\$0	\$0	\$0	\$0	\$0
Vocational Scholarship Foundation	\$0	\$0	\$0	\$0	\$0
Hilliard School 100th Celebration	\$0	\$0	\$0	\$0	\$0
Nassau Ferst Foundation	\$360	\$360	\$360	\$360	\$360
American Legion Post 401	\$0	\$0	\$0	\$0	\$0
Misc Funds	\$890	\$0	\$890	\$0	\$2,390
001-01-56482 TOTAL	\$5,000	\$1,860	\$5,000	\$610	\$5,000
CULTURE & RECREATION					
Friends of the Library (Hilliard Branch Library)	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
001-04-56482 TOTAL	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
FUND TOTAL	\$13,000	\$9,860	\$13,000	\$8,610	\$13,000
PHYSICAL ENVIRONMENT					
Nassau County Council on Aging (Water & Sewer Bill Assistance)	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
401-06-56482 FUND TOTAL	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 3, 2022

FROM: ***Richie Rowe – Public Works Director***

SUBJECT: Town Council approval to grant a Septic Tank Exemption for Douglas R. Loyd, property located at the corner of Ohio Street and West Tenth Avenue, known as Block 201, Lots 20-24, Parcel ID No. 08-3N-24-2380-0201-0200.

BACKGROUND:

Douglas R. Loyd is requesting a septic tank exception for his property. The property is located at the corner of Ohio Street and West Tenth Avenue, Parcel ID No. is 08-3N-24-2380-201-0200. The nearest sewer connection would be Ohio Street and West Sixth Avenue at MH 220 which is 350 feet.

FINANCIAL IMPACT:

None

RECOMMENDATION:

Grant request for a septic tank exception for property owner Douglas R. Loyd, located at the corner of Ohio Street and West Tenth Avenue, Hilliard, FL, Parcel ID No. 08-3N-24-2380-0201-0200.



Town of Hilliard Septic Tank Exception Application

ITEM-4

FOR OFFICE USE ONLY

File # 20221027

Application Fee: \$250.00 Paid card

Filing Date: 10.27.2022 by: _____

Acceptance Date: _____ by: _____

A. PROJECT

- Project Name: Douglas R Loyd
- Address of Subject Property: _____
- Parcel ID Number(s): 08-3N-24-2380-0201-0200
- Existing Use of Property: open / vacant
- Future Land Use Map Designation: med Density
- Zoning Designation: R-2
- Acreage: 5 Lots

B. APPLICANT/CONTRACTOR*

- Applicant's Status Owner (title holder) Agent
- Name of Applicant(s) or Contact Person(s): Douglas R Loyd Title: _____
 Company (if applicable): _____
 Mailing address: 36404 Betts Rd
 City: Hilliard State: FL ZIP: 32046
 Telephone: (904) 545-4560 FAX: () e-mail: _____
- Contractor:
 Name of Contractor: David Taylor
 Company (if applicable): Taylor Const.
 Mailing address: 37382 Poole Rd
 City: Hilliard State: FL ZIP: 32046
 Telephone: (904) 813-4420 FAX: () e-mail: _____

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

C. ATTACHMENTS (One copy plus one copy in PDF format)

1. Site Plan including but not limited to:
 - a. Name, location, owner, and designer of the proposed development.
 - b. Vicinity map - indicating general location of the site and all abutting streets and properties.
 - c. Statement of Proposed Uses.
 - d. Location of the site in relation to adjacent properties, including the means of ingress and egress to such properties and any screening or buffers along adjacent properties.
 - e. Date, north arrow, and graphic scale (not to exceed one (1) inch equal to fifty (50) feet).
 - f. Area and dimensions of site.
 - g. Location of all property lines, existing right-of-way approaches, sidewalks, curbs, and gutters.
 - h. Access and points of connection to utilities (electric, potable water, sanitary sewer, gas, etc.).
 - i. Structures and major features – fully dimensioned – including setbacks, distances between structures, floor area, width of driveways and lot coverage.
 - j. Required buffers.
 - k. Location of existing trees, identifying any trees to be removed.
2. Legal description with tax parcel number.
3. Warranty Deed or other proof of ownership.

D. FEE

1. \$250.00

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

All 3 attachments are required for a complete application. A completeness review of the application will be conducted within fourteen (14) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

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

Douglas R Loyd
 Signature of Applicant
Douglas R Loyd
 Typed or printed name and title of applicant
10/27/2022
 Date
 State of FL County of _____

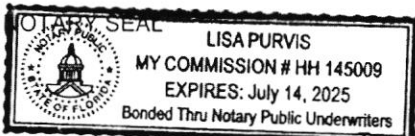
 Signature of Co-applicant

 Typed or printed name of co-applicant

 Date

The foregoing application is acknowledged before me this 27th day of October, 2022 by Douglas R. Loyd, who is/are personally known to me, or who has/have produced FL D.L. as identification.

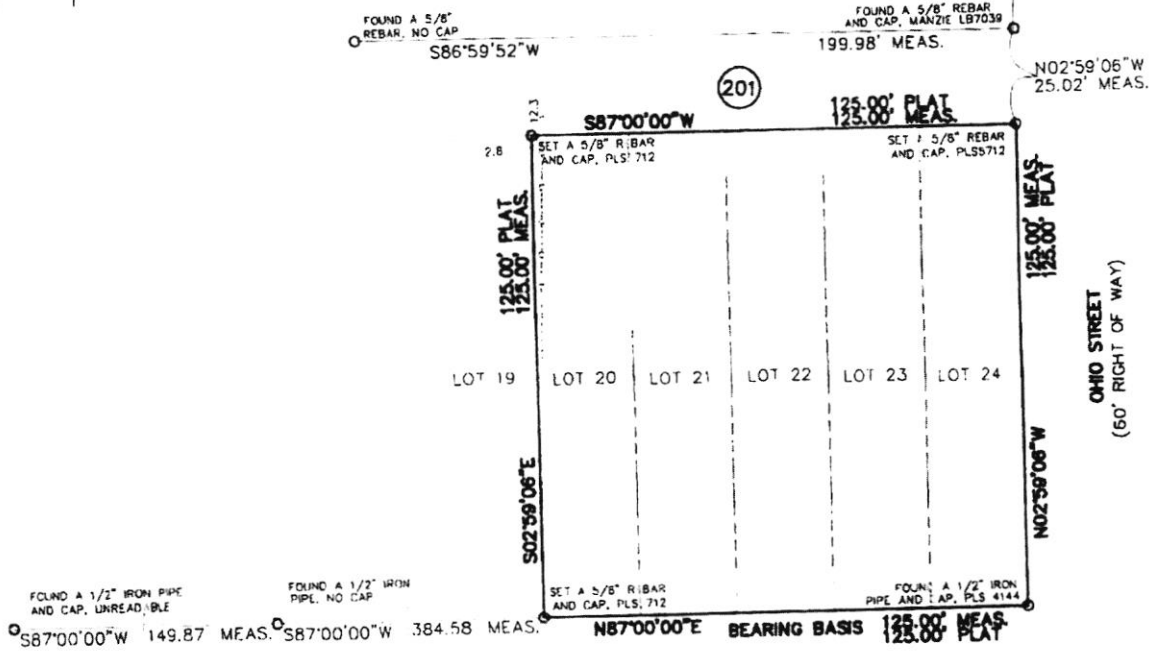
Lisa Purvis
 Signature of Notary Public, State of Florida



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

MAP OF BOUNDARY SURVEY

Lots 20, 21, 22, 23, and 24, Block 201, Plat of the West portion of the Town Of Hilliard, according to the map or plat thereof, as recorded in Plat Book 1, Page(s) 17, of the Public Records of Nassau County, Florida.



SURVEY NOTES:

- 1) The "Legal Description" hereon is in accord with the description provided by the client.
- 2) Underground improvements were not located or shown.
- 3) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Bearings based on N 87°00'00" E for the Northernly Right of Way Line of West 10th Ave, Per Plat Book 1, Page 17 (Assumed).
- 5) Fence ownership, if applicable, has not been determined by this office. Fences are drawn out of scale in order to approximate their relationship to property lines. Fences are not deemed to be encroachments unless ownership is apparent.
- 6) Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid.
- 7) The property shown hereon lies within flood zone "X" as per F.E.M.A. Flood Insurance Rate Map, Panel 12088C0138E, Dated 08/02/2017.
- 8) Unless otherwise noted Measured angles and distances are the same as Plat or Deed angles and distances.
- 9) This survey has been performed according to the standard care to achieve the following accuracies for the following surveyed.
 Surveyed Accuracy: 1 foot in 12,617.36 feet
 Commercial / High risk Linear Accuracy: 1 foot in 10000 feet
 SDP Rule 5J-17.03(3) (B) (15) b.i
- 10) All interior lot angles are 90° per plat.

WEST 10TH AVE
(60' RIGHT OF WAY)

LEGEND	CONC. = CONCRETE	MEAS. = MEASURED	S = SURVEY EASERS
— = ADIAL UTILITY WIRE	RECP = REINFORCED CONCRETE	MEAS. = MEASURED	— = TELEPHONE POSTS
A/C = AIR CONDITIONER	CP = CORRUGATED METAL PIPE	MEAS. = MEASURED	— = WOOD FENCE
ALC = ALSO SHOWN AS	EL = ELECTRICITY METE	MEAS. = MEASURED	— = WOOD POSTS
A.P. = AROUND PERIMETER	CL = CEMENT	MEAS. = MEASURED	— = WATER METER
CB = CHAIN TELEVISION CABLE	FF = FINISHED FLOOR	MEAS. = MEASURED	— = WELLS
CA = CENTRAL AIR	FF = FINISHED FLOOR	MEAS. = MEASURED	
CC = CENTRAL AIR	FF = FINISHED FLOOR	MEAS. = MEASURED	
CL = CHAIN TELEVISION CABLE	FF = FINISHED FLOOR	MEAS. = MEASURED	
CS = CHAIN TELEVISION CABLE	FF = FINISHED FLOOR	MEAS. = MEASURED	
CS = CHAIN TELEVISION CABLE	FF = FINISHED FLOOR	MEAS. = MEASURED	
CS = CHAIN TELEVISION CABLE	FF = FINISHED FLOOR	MEAS. = MEASURED	

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

BY:
ALAN FRANKLIN GLASS
 FLORIDA REGISTERED SURVEYOR
 MAPPER CERTIFICATE No. 5712

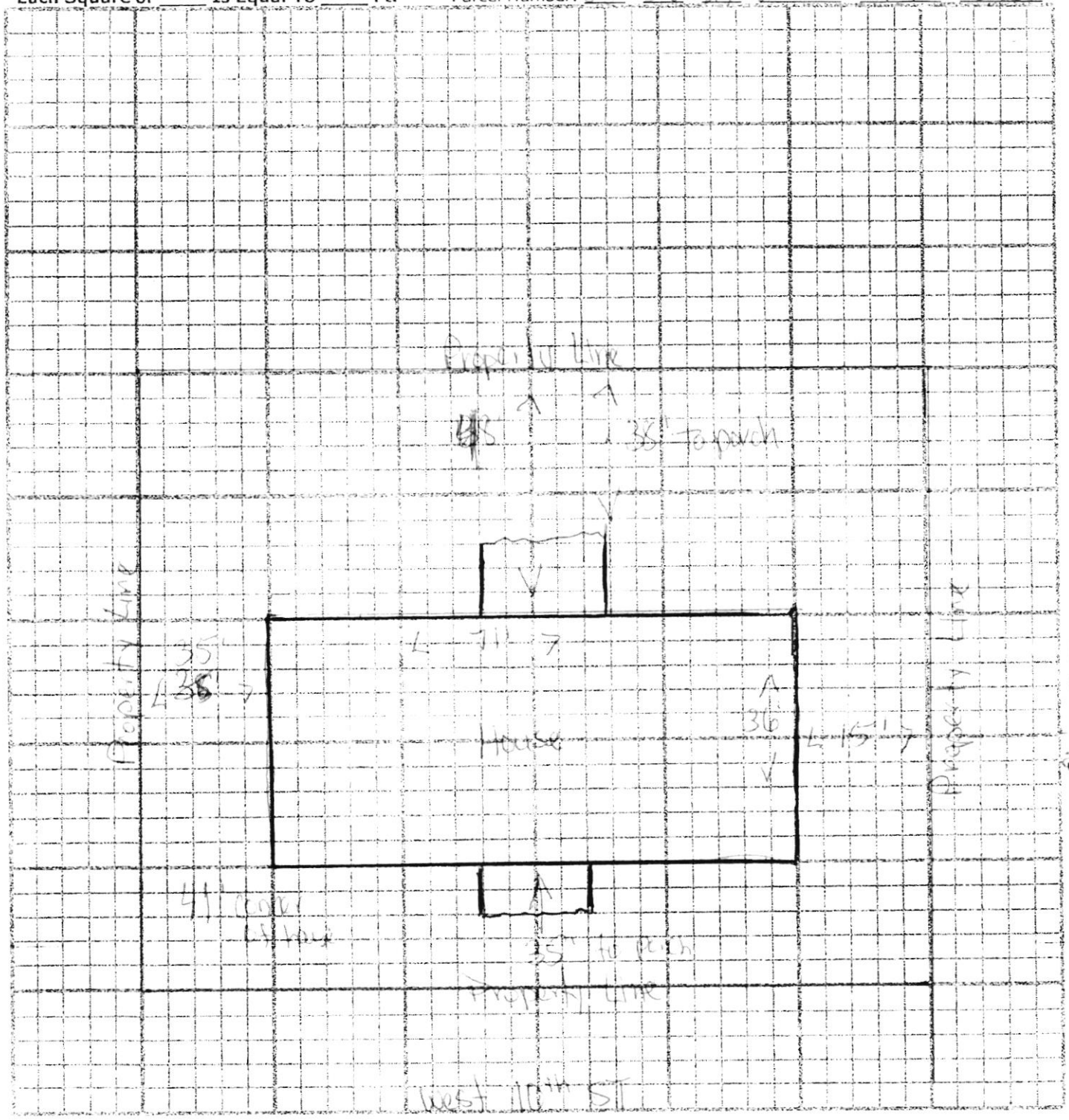
GLASS LAND SURVEYING, LLC

GLASS LAND SURVEYING, LLC
 23884 CRESCENT PARK COURT, FERNANDINA BEACH, FLORIDA 32034
 (904) 261-0128 • CELL (904) 370-0318
 LICENSE BUSINESS NO. LB 8359

SCALE 1" = 30'
 DATE 08/05/22
 DWN BY: A.L.N.
 CDD BY: A.F.G.
 JOB NO. 22-181
 P.B. NO. BUCK 1
 PAGE NO. 19

SITE PLAN

Each Square or _____ Is Equal To _____ Ft. Parcel Number: 22 - 3N - 24 - 2380 - 0201 - 0200

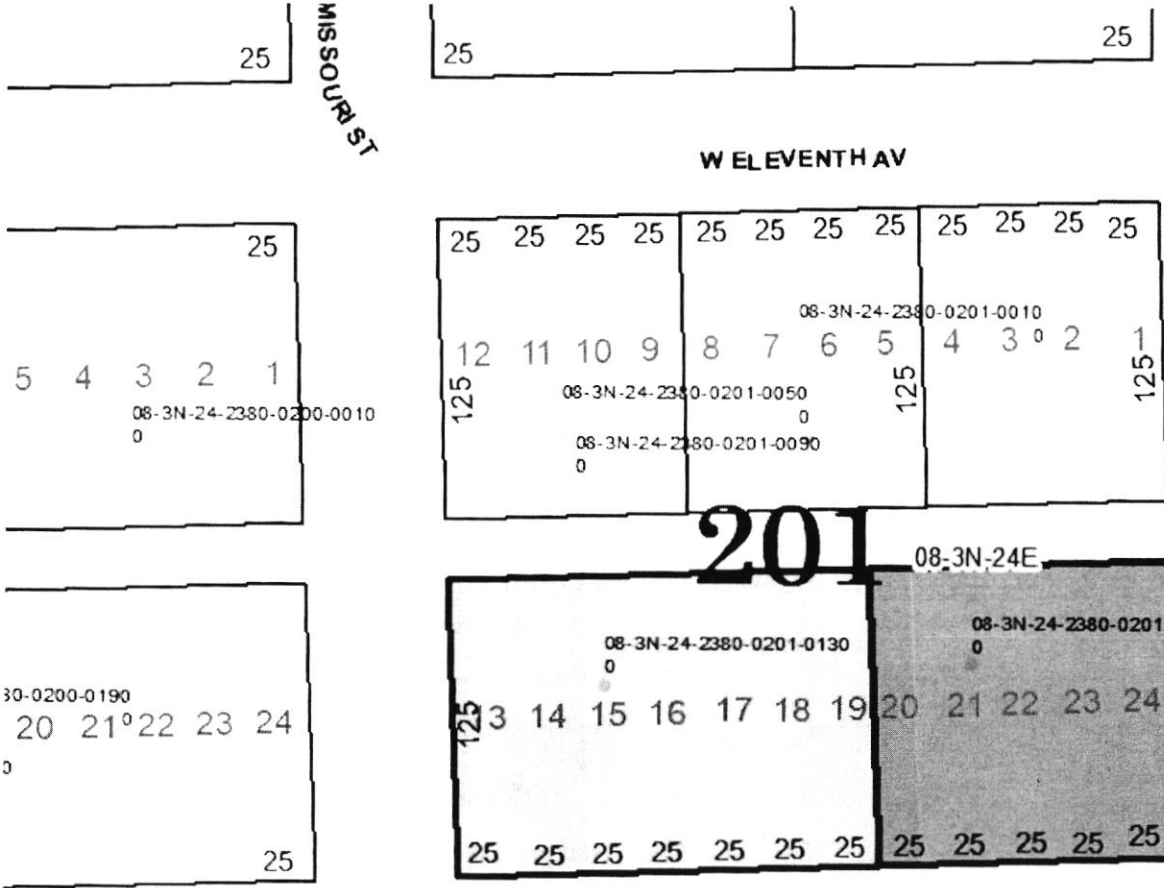


Property Owner: Douglas B Loyd Address: _____

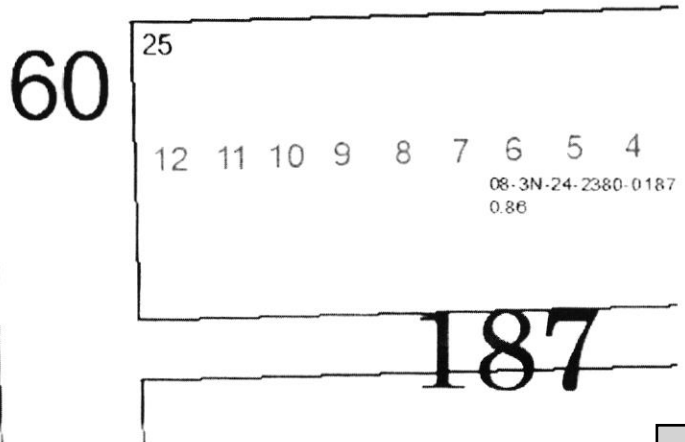
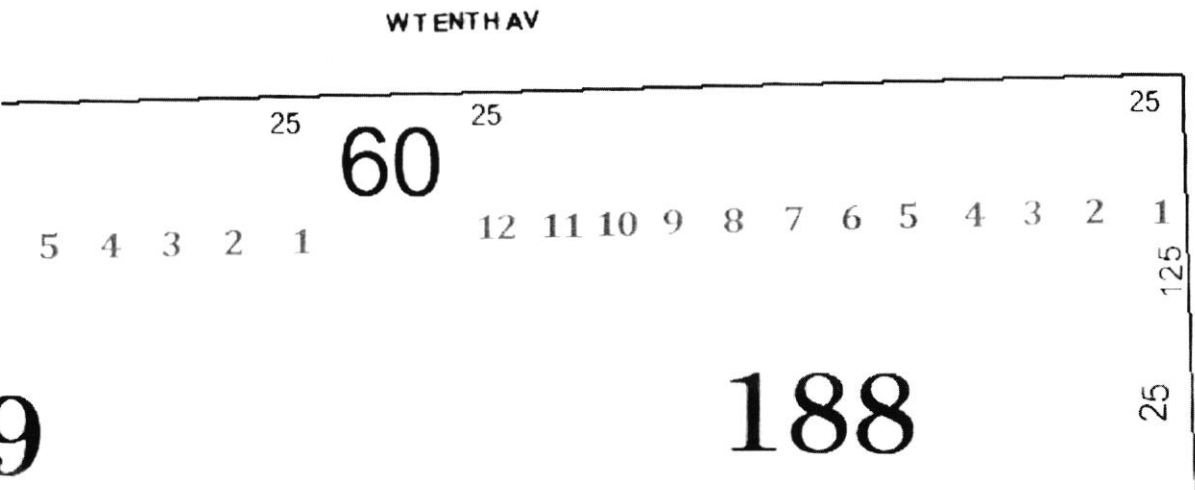
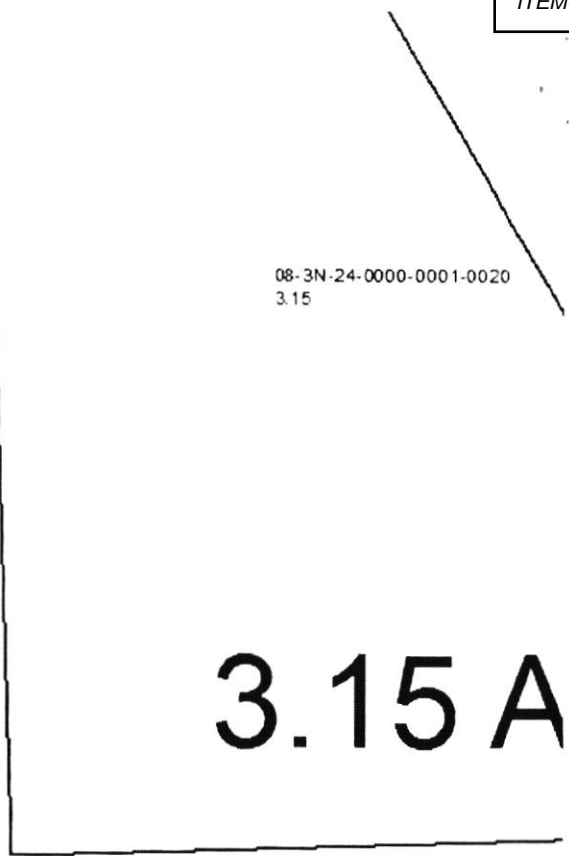
Name of Preparer (if different than above): _____ Zoning: _____

THIS PLOT IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE:

(Signature of Applicant or Agent) Douglas B Loyd DATE: 10/24/22



IS OHIO



Prepared by:
April Ross
Tittletown of America, LLC
480 Busch Drive
Jacksonville, Florida 32218

File Number: 22-1248
PARCEL ID# 08-3N-24-2380-0201-0200

General Warranty Deed

Made this September 16, 2022 A.D. By **Mitzi Marie Roy**, conveying **non-homestead real property**, whose address is: 27765 Georgia Street, Hilliard, Florida 32046, hereinafter called the grantor, to **Douglas R. Loyd**, whose post office address is: 36404 Betts Road, Hilliard, Florida 32046 hereinafter called the grantee:

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

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

Lots 20, 21, 22, 23 and 24, Block 201 of PLAT OF THE WEST PORTION OF THE TOWN OF HILLIARD, according to the Plat thereof as recorded in Plat Book 1, Page 17, of the Public Records of Nassau County, Florida.

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

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

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

Prepared by:
April Ross
Titledown of America, LLC
480 Busch Drive
Jacksonville, Florida 32218

File Number: 22-1248

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

Signed, sealed and delivered in our presence:

Melissa Conner
Witness Printed Name Melissa Conner

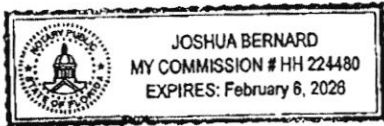
Mitzi Marie Roy (Seal)
Mitzi Marie Roy

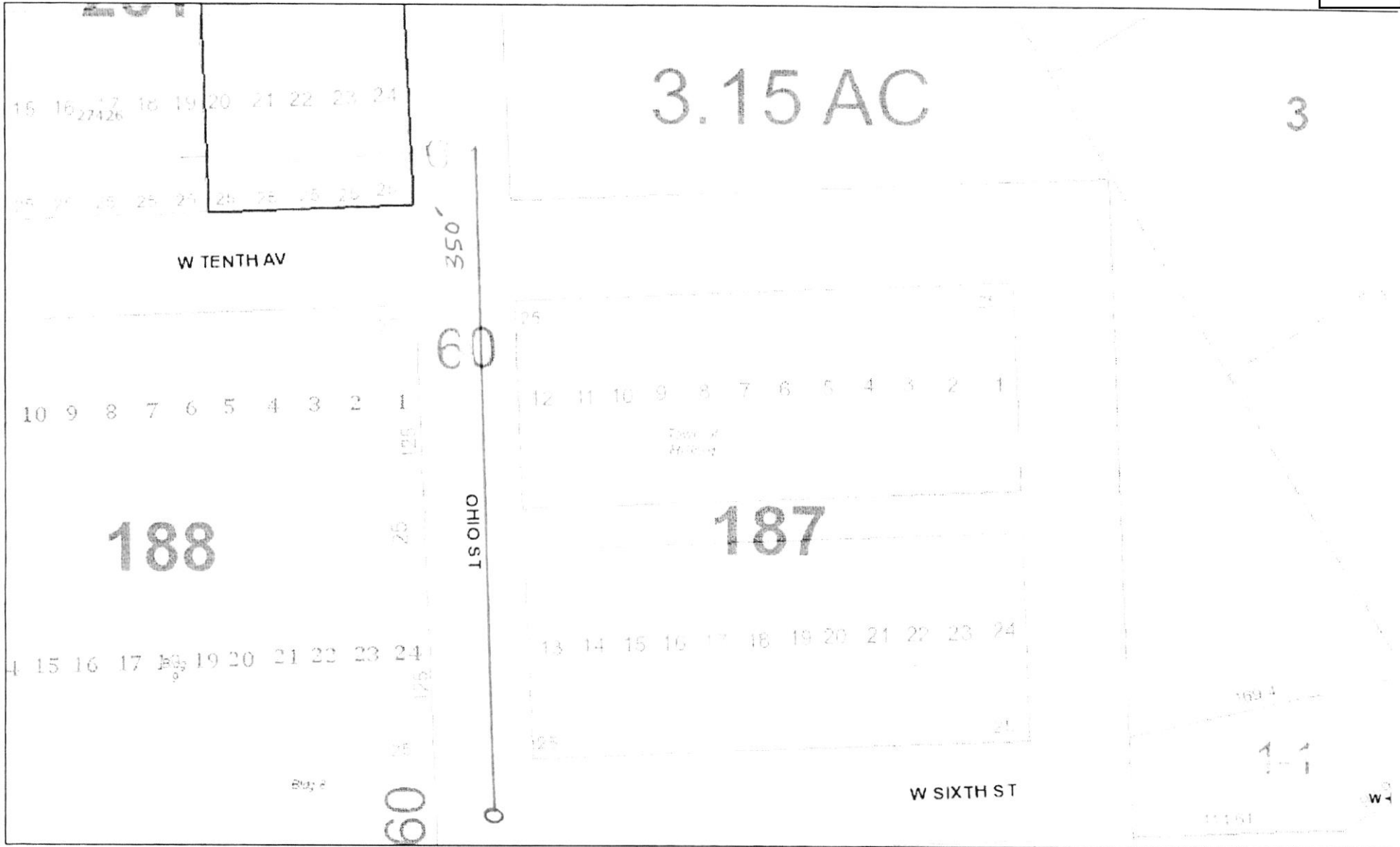
Josiah Bernard
Witness Printed Name Josiah Bernard

State of Florida
County of ~~Duval~~ NASSAU

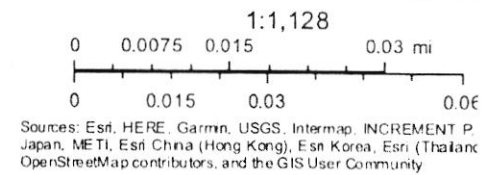
The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 16th day of September, 2022, by **Mitzi Marie Roy**, conveying **non-homestead real property**, who is personally known to me or who has produced LD as identification.

Josiah Bernard
Notary Public
Print Name: Josiah Bernard
My Commission Expires: _____





October 27, 2022





AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 3, 2022

FROM: ***Richie Rowe – Public Works Director***

SUBJECT: Town Council approval of Capital Budgeted purchase of a John Deere 4052R Compact Utility Tractor with Attachments, State Contract FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22), total cost \$66,548.87

BACKGROUND:

Capital Purchase of John Deere Tractor,

This tractor will be replacing the 20-year-old Massey Ferguson Tractor that is used for bush hog mowing. The new John Deere 4052R Tractor will offer many advantages over the old with all its attachments. The new tractor will feature a street sweeper that will do angled sweeping. It will feature a quick connect bucket, a 60-inch root grapple, a 7-foot fully adjustable Land Plane (box blade), and a set of fixed pallet forks.

FINANCIAL IMPACT:

\$66,548.87

RECOMMENDATION:

Approval to expend Capital funds in the amount of \$68,548.87, for the purchase of a John Deere 4052R Compact Utility Tractor with attachments from Ag-Pro Deere & Company.

JOHN DEERE 4052R COMPACT UTILITY TRACTOR

John Deere 4052R Compact Utility Tractor 40 PTO HP	\$46,157.83
Frontier SW2172-72 Hydraulic 300/400 Series Carrier Loader Mount Rotary Broom	\$12,439.21
Open Market Air Ride Suspension Seat	\$627.86
1850mm (73 inch) Heavy Duty Bucket with Bucket Loops and Holes for Cutting Edge	\$1,406.90
Frontier AV20H Root Grapple - 60 inch	\$2,030.18
Frontier LP2184 - 7 foot Land Plane	\$2,622.80
Frontier AP12F Fixed Pallet Fork	\$1,264.09
Total Amount	\$66,548.87

Quote Id: 27653640

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Ag-Pro
2520 County Road 220
Middleburg, FL 32068
904-272-2272
WMiddleburgGM@agproco.com

Prepared For:

TOWN OF HILLIARD



Proposal For:

Delivering Dealer:

Patrick Thomas

Ag-Pro
2520 County Road 220
Middleburg, FL 32068

WMiddleburgGM@agproco.com

Quote Prepared By:

Patrick Thomas
patrickthomas@agproco.com

Date: 20 October 2022

Offer Expires: 19 November 2022



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Ag-Pro
2520 County Road 220
Middleburg, FL 32068
904-272-2272
WMiddleburgGM@agproco.com

Quote Summary

Prepared For:

TOWN OF HILLIARD
PO BOX 249
HILLIARD, FL 32046
Business: 904-845-3555

Delivering Dealer:

Ag-Pro
Patrick Thomas
2520 County Road 220
Middleburg, FL 32068
Phone: 904-272-2272
patrickthomas@agproco.com

Quote ID: 27653640

Created On: 20 October 2022

Last Modified On: 21 October 2022

Expiration Date: 19 November 2022

Equipment Summary

	Selling Price		Qty		Extended
JOHN DEERE 4052R Compact Utility Tractor (40 PTO hp) Contract: FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22) Price Effective Date: November 2, 2020	\$ 46,157.83	X	1	=	\$ 46,157.83
Frontier SW2172 - 72 In. Hydraulic, 300/400 Series Carrier Loader Mount Rotary Broom Contract: FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22) Price Effective Date: November 20, 2020	\$ 12,439.21	X	1	=	\$ 12,439.21
open market air ride suspension seat Contract: FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22) Price Effective Date:	\$ 627.86	X	1	=	\$ 627.86
1850-mm (73-in.) Heavy-Duty Bucket with Bucket Loops and Holes for Cutting Edge Contract: FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22) Price Effective Date: November 2, 2020	\$ 1,406.90	X	1	=	\$ 1,406.90
Equipment Total					\$ 60,631.80

* Includes Fees and Non-contract items

Quote Summary

Salesperson : X _____

Accepted By : X _____



JOHN DEERE



ITEM-6

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Ag-Pro
2520 County Road 220
Middleburg, FL 32068
904-272-2272
WMiddleburgGM@agproco.com

Equipment Total	\$ 60,631.80
Trade In	
SubTotal	\$ 60,631.80
Est. Service Agreement Tax	\$ 0.00
Total	\$ 60,631.80
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 60,631.80

Salesperson : X _____

Accepted By : X _____

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580
 UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Ag-Pro
 2520 County Road 220
 Middleburg, FL 32068
 904-272-2272
 WMiddleburgGM@agproco.com

Quote Summary

Prepared For:

TOWN OF HILLIARD
 PO BOX 249
 HILLIARD, FL 32046
 Business: 904-845-3555

Delivering Dealer:

Ag-Pro
 Patrick Thomas
 2520 County Road 220
 Middleburg, FL 32068
 Phone: 904-272-2272
 patrickthomas@agproco.com

Quote ID: 27653640
Created On: 20 October 2022
Last Modified On: 26 October 2022
Expiration Date: 19 November 2022

Equipment Summary

	Selling Price	Qty	=	Extended
Frontier AV20H Root Grapple - 60 In. for Current 300/400 Series Carrier Contract: FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22) Price Effective Date: November 20, 2020	\$ 2,030.18	X 1	=	\$ 2,030.18
Frontier LP2184 - 7 Ft. Land Plane Contract: FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22) Price Effective Date: November 20, 2020	\$ 2,622.80	X 1	=	\$ 2,622.80
Equipment Total				\$ 4,652.98

* Includes Fees and Non-contract items

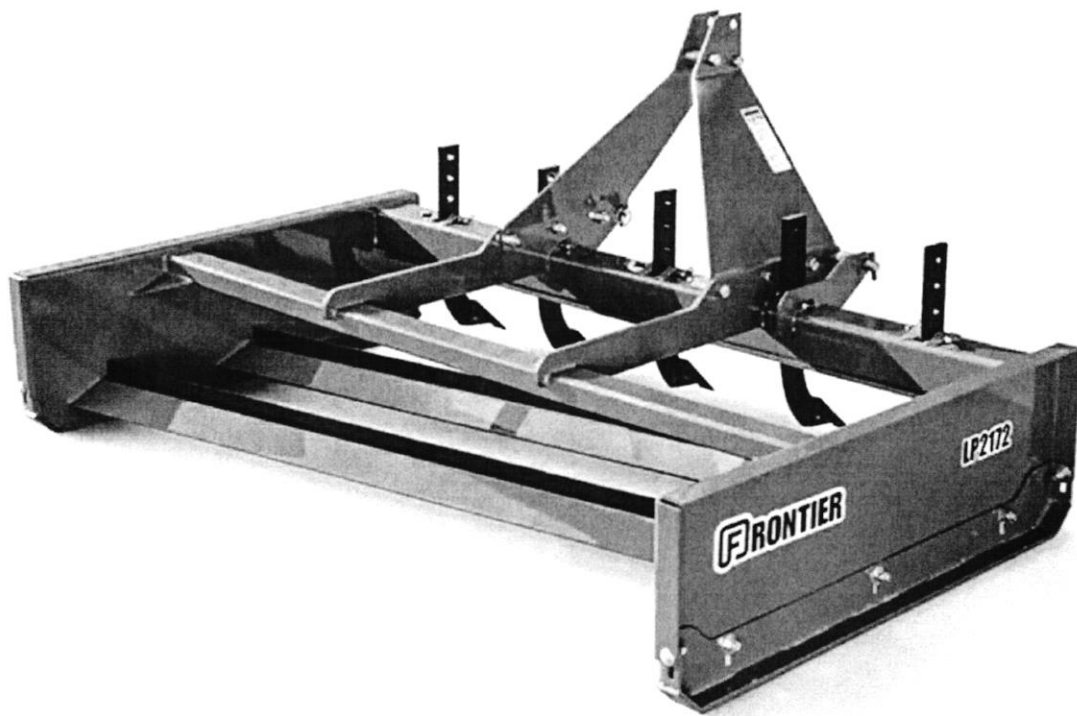
Quote Summary

Equipment Total	\$ 4,652.98
Trade In	
SubTotal	\$ 4,652.98
Est. Service Agreement Tax	\$ 0.00
Total	\$ 4,652.98
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 4,652.98

Salesperson : X _____

Accepted By : X _____






ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580
 UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Ag-Pro
 2520 County Road 220
 Middleburg, FL 32068
 904-272-2272
 WMiddleburgGM@agproco.com

Quote Summary

Prepared For:

TOWN OF HILLIARD
 PO BOX 249
 HILLIARD, FL 32046
 Business: 904-845-3555

Delivering Dealer:

Ag-Pro
 Patrick Thomas
 2520 County Road 220
 Middleburg, FL 32068
 Phone: 904-272-2272
 patrickthomas@agproco.com

Quote ID: 27653640

Created On: 20 October 2022

Last Modified On: 27 October 2022

Expiration Date: 19 November 2022

Equipment Summary

Frontier AP12F Fixed Pallet Fork for
 Current 200/300/400/500 Series
 Carrier - 1XFAP12FPM0070898

Contract: FL Ag & Lawn Equip 25101900-21-STC (PG F2 CG 22)

Price Effective Date:

Selling Price	Qty	Extended
\$ 1,264.09 X	1 =	\$ 1,264.09

Equipment Total

\$ 1,264.09

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 1,264.09
Trade In	
SubTotal	\$ 1,264.09
Est. Service Agreement Tax	\$ 0.00
Total	\$ 1,264.09
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 1,264.09

Salesperson : X _____

Accepted By : X _____

Quote ID :27653640 Customer Name : TOWN OF HILLIARD

Product features, prices and specifications are based on published information at the time of publication and are subject to change without notice. All trademarked terms, including John Deere, the leaping deer symbol and the colors green and yellow used herein are the property of Deere & Company, unless otherwise noted. Products, product features, and other content on this site may only be accurate for products marketed and sold in North America.

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File Created: 27-Oct-2022

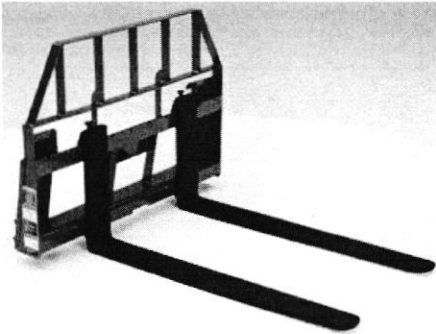
2022 Frontier AP12F Fixed Pallet Fork for Current 200/300/400/500 Series Carrier-1XFAP12FPM0070898

Key Features

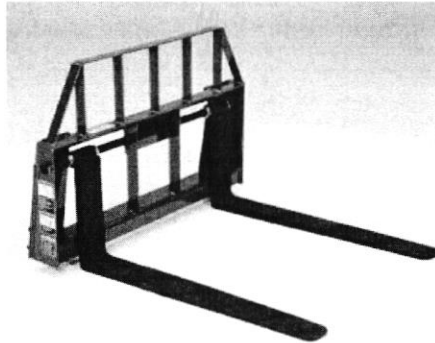
Fixed or floating tines available

Fixed-tine pallet forks on the AP12 Series keep the tines in a set position for consistent handling of pallets. Tines can be moved to any position simply by releasing the locking pin, so no tools are required.

Floating-tine pallet forks on the AP13 Series allow the tines to float while picking up and removing pallets on uneven terrain. Tines can be made rigid at any position along the shaft by tightening the set screws.



AP12 Series fixed tine shown



AP13 Series floating tine shown

Key Features

Steel frame is strong for tough jobs

The AP12 and AP13 Series Pallet Forks are built with welded components and high-tensile, heavy-gauge steel for years of dependable service.

The AP1240F model can hold up to 1701 kg (3750 lb), and the AP1240D, AP1240A, and AP1240G models can hold up to 2494.8 kg (5500 lb).

The AP1340F model can hold up to 1701 kg (3750 lb), and the AP1340D and AP1340G models can hold up to 2494.8 kg (5500 lb).

The AP12K model can hold up to 4535.9 kg (10,000 lb).



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 3, 2022

FROM: **Richie Rowe – Public Works Director**

SUBJECT: Town Council approval of Capital Budgeted purchase of a Vactor RamJet, Trailer-Series RamJet 300-Gallons, Shrouded – 18GPM @ 4000 PSI, Sourcewell State Contract #101221-VTR, from Environmental Products Florida, total cost \$63,975.

BACKGROUND:

Capital Purchase of a RamJet.

In the event of any sewer clog the Town has always had to rely on outside assistance. The Town uses Main Line Jetting, and they usually complete the job for under \$400.00. However, at times Main Line Jetting and other jetting services are unavailable.

Having this equipment will allow Public Works to unclog sewer lines during after-hours and holiday weekends. This equipment can also assist with engineering projects involving different sizes and depths of sewer pipes. Also, a camera accessory can be added in the future for evaluation of sewer problems.

FINANCIAL IMPACT:

\$63,975.00

RECOMMENDATION:

Approval to expend Capital funds in the amount of \$63,975., for the purchase of a Vactor RamJet from Environmental Products Florida.



ENVIRONMENTAL PRODUCTS
FLORIDA

Proposal Summary

Prepared for:

Town of Hilliard



Vactor Ramjet Trailer

Quote Per Sourcewell Contract # 101221-VTR

Hilliard Sourcewell Member ID # 112725

New 1 year warranty



ENVIRONMENTAL PRODUCTS FLORIDA

Town of Hilliard
Cory Hobbs
October 24th, 2021

Vector Jetter Trailer

Environmental Products Florida would like to thank you for the opportunity to present a **New 2023 Vector Ramjet Jetter Trailer**.

Environmental Products Group is the sole provider of Vector Sewer Cleaning Equipment in the state of Florida, as well as many other leading industry product lines including: Elgin Street Sweepers, Envirosight Pipeline Inspection Cameras, PB Asphalt Pothole Patchers, Madvac Sweepers and Vacuums, Duratech Tree Chippers, and a host of parts, tools and accessories for all your needs.

Environmental Products Group prides itself on our local parts, service, and training capabilities. With multiple full-service locations throughout Florida, Georgia, and Memphis, Tennessee; including Vector, Elgin, and Envirosight repair centers, extensive parts inventory, factory-trained technicians, mobile parts and service, rentals, turnkey maintenance packages, leasing options, and much more... we are ready to service your every need.

Thank you for your consideration.

Nick Causey | East Coast Regional Sales

Environmental Products Group, Inc.

c: 904.537.8799 | o: 407.798.0004 | www.myEPG.com

APOPKA

2525 Clarcona Rd.
Apopka, FL 32703
P: 407.798.0004
F: 407.798.0013

www.MyEPG.com

Product Description

- Trailer-Series RamJet 300-Gallons, Shrouded - 18GPM @ 4000 PSI

Standard Features

- E-Stop
- 2-1/2" x 25' Fill Hose
- Pulsation System
- Run Dry Pump
- 500' x 1/2" Sewer Hose at 4000 PSI
- Finned Nozzle Extension
- Auto Shutdown (for High Engine Temp/Low Oil Pressure)
- Tachometer w/Hour Meter
- Hydraulic Speed Control Valve
- (1) 42" Aluminum Toolbox, Front Opening
- Round Steel Fenders
- Dual anchor Tie-Point at rear of unit
- NEMA Ignition Switch Control Panel
- LED Stop/ Turn/ Tail Lights
- By Pass Valve
- 18 GPM @ 4000 PSI
- Water Pressure Gauge
- Approved DOT Lighting
- Electronic Throttle Controls
- Stainless Steel Water Selector
- Two Drain Jet Nozzles
- Water Recirculator and Antifreeze System
- 3" Tiger Tail Hose Protector
- 600' Capacity Pivot Hose Reel
- Nozzle Storage Rack
- Module Paint - Standard Powder Coated Frame, Engine White, Reel Black
- 10' Leader Hose
- Hatz 49 HP 3 Cyl Diesel Engine
- Vactor Manual, Partial Manual and USB Version - 1 + Dealer
- Freight to Customer, Training Included

Sourcewell Contract Price: \$63,975.00

Please don't hesitate to call with questions, or if you need any additional information. Thank you for your interest and the opportunity to earn your business.



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 3, 2022

FROM: ***Ritchie Rowe – Public Works Director***

SUBJECT: Town Council approval of Capital Budgeted purchase of a 2023 GMC Sierra 2500HD Regular Cab 4WD 8' Bed Work Truck, Sourcewell State Contract #2023091521-NAF & 060920-NAF, from Alan Jay Fleet Sales in the amount of \$56,122.00 to replace the purchase of the 2022 Ford F250 Super Cab Truck that was approved on January 20, 2022.

BACKGROUND:

The current water truck is a 2001 model truck that has become a high maintenance vehicle. Public Works came before the Town Council on January 20, 2022, requesting to purchase a 2022 Ford F250 Super Cab Truck and the request was approved.

On Thursday, October 27, 2022, at 4:15pm, the Public Works Office was notified that the Ford Motor Company has scheduled all the 2022 Super Duty trucks that they can build through the remainder of the 2022 production, and the approved 2022 Ford F250 Super Cab was not picked up for production.

FINANCIAL IMPACT:

\$56,122.00

RECOMMENDATION:

Approval to expend Capital funds in the amount of \$56,122.00, for the purchase of a 2023 GMC Sierra 2500HD Regular Cab 4WD 8' Bed Work Truck, to replace the previously approved 2022 Ford F250 Super Cab Truck.

From: Scott Wilson <scott.wilson@alanjay.com>

Sent: Thursday, October 27, 2022 4:15 PM

To: Christy Self <CHRISTY.SELF@ALANJAY.COM>; MATT FORTE <matt.forte@alanjay.com>; chris.wilson@alanjay.com

Cc: Thomas Biamonte <TOM.BIAMONTE@BREVARDCOUNTY.US>;

Marvin.Seagroves@freshfromflorida.com; Dave Persad <DPERSAD@WPB.ORG>; Haney, Nathaniel L

<Nathaniel.Haney@ocfl.net>; MDaniel@cityofmarcoisland.com; Tschoonmaker@okeesherriff.com;

David Wright <DWRIGHT@TAMPAAIRPORT.COM>; KIEL@OCOEE.ORG; Maldonado, Angel

<Angel.Maldonado@ocfl.net>; Rumell@mydelraybeach.com; Aaliyah.Davis@leesburgflorida.gov;

kdcarroll@townofhilliard.com; Carrabellecharlie@yahoo.com; Felix Bello

<FELIX.BELLO@tampagov.net>; Michael Cox <mike.cox@clewiston-fl.gov>; Shannon Roberts

<Shannonr@suwcountyfl.gov>; Rick Taylor <RICK.TAYLOR@HARDEECOUNTY.NET>;

MATTHEW.CORNELL@SANFORDFL.GOV; Steven W. Hudson <HUDSONSW@CITYOFGAINESVILLE.ORG>;

mchouinard@jaxbchfl.net; Charles, Jeff <Jeff.Charles@ocfl.net>; Sutherland, Robert

<Robert.Sutherland@ocfl.net>; chris.wilson@alanjay.com; HAROLD.PROVERBS@HENDRYFLA.NET;

SARA.LITTLE@BAKERCOUNTYFL.ORG; Janice Loudermilk <Jloudermilk@clayutility.org>;

BTHOMAS@CHEROKEEGA.COM; JPIERCE@ITSMYMAITLAND.COM; Michelle L. Billingsley

<Michelle.Billingsley@stpete.org>; Benjamin Faure <Benjamin.Faure@NWFwater.com>;

HWILKERSON@CITYOFMACCLENNY.COM; krusenj@charleston-sc.gov; eben@ufl.edu; Seth Imhof

<simhof@baycountyfl.gov>; TROY.LANGE@COBBCOUNTY.ORG; max.press@lipmanproduce.com;

JERRELS-BENNY@LEVYCOUNTY.ORG; Jerry Fox <jfox@volusia.org>; T.GODSEY@TOWNOFAYNOR.NET;

Deborah.Prano@ocfl.net

Subject: FORD SUPER DUTY ORDER CANCELLATION NOTICE

Good afternoon.

We have been informed by Ford Motor Company that they have scheduled all the 2022 Super Duty trucks that they can build through the remainder of 2022 production. Unfortunately you are receiving this message as a result of your order(s) not getting picked up for 2022 production.

The order banks for 2023 production open on 11/14. If you would like for us to place a new order for a 2023 model year vehicle on your behalf, please reply to this email with your request. The 2023 vehicle will be at the increased 2023 price and will be \$10k - \$15k more than the 2022 vehicle which will require a new PO or revised PO. If you request that we place a 2023 order, we will send you an updated quote reflecting the new cost.

On behalf of Ford Motor company, we apologize for the continued delay and inconvenience.

Please let us know how you would like for us to react.

Regards,

Scott Wilson
Alan Jay Automotive Network
Alan Jay Fleet

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

PHONE (800) ALANJAY (252-6529)		DIRECT 863-385-9610	WWW.ALANJAY.COM	Quote 41892-1
Corporate Office	2003 U.S. 27 South	MOBILE 904-838-4999	Mailing Address	P.O. BOX 9200
	Sebring, FL 33870	FAX 863-402-4221		Sebring, FL 33871-9200

ORIGINAL QUOTE DATE
10/24/2022

QUICK QUOTE SHEET

REVISED QUOTE DATE
10/24/2022

REQUESTING AGENCY	HILLIARD, TOWN OF		
CONTACT PERSON	CORY HOBBS	EMAIL	kdcarroll@townofhilliard.com
PHONE	904-327-8250	MOBILE	FAX

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2023 091521-NAF & 060920-NAF www.NationalAutoFleetGroup.com

MODEL	TK20903 1SA	MSRP	\$44,000.00
2023 GMC SIERRA 2500HD REGULAR CAB 4WD 8' BED WORK TRUCK			
CUSTOMER ID		BASE VEHICLE PRICE	\$38,202.00
BED LENGTH	8' BED		

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS	DESCRIPTION	
GAZ H2G	EXTERIOR COLOR SUMMIT WHITE WITH JET BLACK VINYL INTERIOR.	\$0.00
L8T MYD	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm)(STD) Transmission, 6-speed automatic, heavy-duty (STD)(Requires (L8T) 6.6L V8 gas engine.)	\$0.00
5H1	2 ADDITIONAL KEYS FACTORY CUT DEALER PROGRAMMED	\$145.00
9L7	Upfitter switches provides 5-30 amp circuits to facilitate installation of aftermarket electrical accessories	\$145.00
TT	FACTORY TRAILER TOW HITCH STANDARD.	\$0.00
JL1	Trailer brake controller, integrated	\$270.00
VQO	LPO, BLACK ASSIST STEP.	\$490.00
ZLQ	WT Fleet Convenience Package (With (ZW9) pickup bed delete, (QT5) EZ Lift power lock and release tailgate is deleted.)) includes (AQQ) Remote Keyless Entry, (K34) Cruise Control, (QT5) EZ Lift power lock and release tailgate, (DBG) outside power-adjustable vertical trailering with heated upper glass, (AXG) power windows, express up/down driver, (AED) power windows, express down passenger and (AU3) power door locks(Not available with (PCV) WT Convenience Package.	\$1,395.00
VK3	License plate kit, front (will be shipped to orders with ship-to states that require front license plate)	\$0.00

CONTRACT OPTIONS	DESCRIPTION	FACTORY OPTIONS	
9L7-INST	GM UPFITTER SWITCH INSTALL.		\$105.00
NO-TEMP	TEMP TAG NOT REQUESTED, CUSTOMER WILL HANDLE THEIR OWN TAG WORK.		\$0.00
FS MPS62U-4 AW	(4) Federal Signal MicroPulse Ultra dual color with (2) mounted in grille and (2) mounted to rear of vehicle. Amber/White		\$705.00
DVA 3K INVERTER	3000 WATT INVERTER, SAMLEX AMERICA, SAMSAM-3000-12 MODIFIED SINE INVERTER, 12V, 115 VAC, 3000W		\$3,085.00
DVA SLU98ASW	8' Reading Standard Line utility body factory powder coated white with SST paddle latches (Includes 2nd stage MSO, weight slip, & final-stage manufacturers completed vehicle certification.)		\$8,565.00
DVA CLIV	Class IV Trailer Hitch and 7-pin round wire harness.		\$740.00
CAMERA RELOCATE	TRANSFER FACTORY CAMERA FROM PICK UP GATE TO SERVICE BODY		\$260.00
DVA RACK IT REG CAB	Rack-It Overhead Storage Rack - Black - 10 Steel Pipe Construction - Full-Length Formed Angle Iron - Maximum Structural Integrity - 1,000 lb. capacity - Over Cab Design - Built-in Grab Handles at rear of rack		\$2,015.00

CONTRACT OPTIONS \$15,475.00

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2023 091521-NAF & 060920-NAF www.NationalAutoFleetGroup.com

TRADE IN

VEHICLE TOTAL	\$40,647.00
MSRP DISCOUNT	15.8%
ACCESSORY TOTAL	\$15,475.00
CUSTOMER PRICE	\$56,122.00

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~

\$0.00

TOTAL COST LESS TRADE IN(S)	QTY	1	\$56,122.00
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Estimated Annual payments for 60 months paid in advance: \$12,569.02

Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

ORDERED UNIT VIN: [VIN NA]

VEHICLE QUOTED BY

CHRISTY SELF

GOVERNMENT ACCOUNT MANAGER christy.self@alanjay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.
I am always happy to be of assistance.



Vehicle: [Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro (✔ Complete)



Note:Photo may not represent exact vehicle or selected equipment.

Window Sticker

SUMMARY

[Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro

MSRP:\$44,000.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 6.6L V8

Transmission, 6-speed automatic, heavy-duty

OPTIONS

CODE	MODEL	MSRP
TK20903	[Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro	\$44,000.00
OPTIONS		
1SA	Pro Preferred Equipment Group	\$0.00
5H1	Key equipment, two additional keys for single key system	\$45.00
9L7	Upfitter switch kit, (5)	\$150.00
AE7	Seats, front 40/20/40 split-bench	\$0.00
AED	Window, power front, passenger express down	Inc.
AQQ	Remote Keyless Entry	Inc.

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Vehicle: [Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro (✔ Complete)

AU3	Door locks, power	Inc.	
AXG	Windows, power front, drivers express up/down	Inc.	
DBG	Mirrors, outside power-adjustable vertical trailing	Inc.	
E63	Pickup bed		\$0.00
FE9	Emissions, Federal requirements		\$0.00
GAZ	Summit White		\$0.00
GT4	Rear axle, 3.73 ratio		\$0.00
H2G	Jet Black, Vinyl seat trim		\$0.00
IOR	Audio system, GMC Infotainment System with 7" diagonal color touch-screen		\$0.00
JGB	GVWR, 10,250 lbs. (4649 kg)	Inc.	
JL1	Trailer brake controller, integrated		\$275.00
K34	Cruise control, steering wheel-mounted	Inc.	
L8T	Engine, 6.6L V8		\$0.00
MYD	Transmission, 6-speed automatic, heavy-duty		\$0.00
PYN	Wheels, 17" (43.2 cm) painted steel, Silver		\$0.00
QHJ	Tires, LT245/75R17E all-season, blackwall		\$0.00
QT5	Tailgate, gate function manual with EZ Lift	Inc.	
VK3	License plate kit, front		\$0.00
VQ2	Fleet Processing Option		\$0.00
VQO	LPO, Black assist step		\$495.00
ZHQ	Tire, spare LT245/75R17E all-season, blackwall		\$0.00
ZLQ	Fleet Convenience Package		\$1,400.00

SUBTOTAL	\$46,365.00
Adjustments Total	\$0.00
Destination Charge	\$1,795.00
TOTAL PRICE	\$48,160.00

FUEL ECONOMY

Est City:N/A

Est Highway:N/A

Est Highway Cruising Range:N/A

Standard Equipment

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Vehicle: [Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro (✔ Complete)

Package

Trailer Package includes trailer hitch, 7-pin and 4-pin connectors and (CTT) Hitch Guidance (Deleted when (ZW9) pickup bed delete is ordered.)

Mechanical

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

Transmission, 6-speed automatic, heavy-duty (STD)

Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine.)

Pickup bed includes bed assist step (Deleted when (ZW9) pickup bed delete is ordered.) (STD)

GVWR, 10,250 lbs. (4649 kg) (STD) (Included and only available with TC20753 model and (L8T) 6.6L V8 gas engine with 18" or 20" wheels or TK20903 model and (L8T) 6.6L V8 gas engine with 17" wheels.)

Transfer case, two-speed, electronic shift with push button controls (Requires 4WD models.)

Auto-locking rear differential

Four wheel drive

Cooling, external engine oil cooler

Cooling, auxiliary external transmission oil cooler

Air filter, heavy-duty

Air filtration monitoring

Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)

Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)

Recovery hooks, front, frame-mounted, Black

Frame, fully-boxed, hydroformed front section and a fully-boxed stamped rear section

Suspension Package (Not available with (X31) Off-Road Package.)

Steering, Recirculating Ball with smart flow power steering system

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill (Requires (L8T) 6.6L gas V8 engine. Not included with (ZW9) pickup bed delete.)

Exterior

Wheels, 17" (43.2 cm) painted steel, Silver (STD)

Tires, LT245/75R17E all-season, blackwall (STD)

Tire, spare LT245/75R17E all-season, blackwall (STD) (Included and only available with (QH) LT245/75R17E all-season, blackwall tires with (E63) pickup bed models. Available to order when (ZW9) pickup bed delete and (QH) LT245/75R17E all-season, blackwall tires are ordered.)

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Vehicle: [Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro (✔ Complete)

Exterior

- Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)
- Bumper, front chrome lower
- Bumper, rear chrome with bumper CornerSteps
- CornerStep, rear bumper
- Bed Step, Black integrated on forward portion of bed on driver and passenger side (Not available on (ZW9) pickup bed delete.)
- Cargo tie downs (12), fixed rated at 500 lbs per corner
- Moldings, beltline, Black
- Grille (Chrome surround with Black mesh.)
- Headlamps, LED reflector with incandescent turn signals and LED signature Daytime Running Lamps
- Lamps, cargo area cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel
- LED tail and incandescent stop, turn and reverse light
- Mirrors, outside high-visibility vertical trailering lower convex mirrors, manual-folding/extending (extends 3.31" [84.25mm]), molded in Black
- Glass, solar absorbing, tinted
- Door handles, Black grained
- Tailgate, locking utilizes same key as ignition and door (Included and only available with (QK1) standard tailgate. Deleted with (ZW9) pickup bed delete.)
- Tailgate, standard (Deleted with (ZW9) pickup bed delete.)
- Tailgate, gate function manual, no lift assist (Deleted with (ZW9) pickup bed delete.)
- Tailgate and bed rail protection caps, top (Deleted with (ZW9) pickup bed delete.)

Entertainment

- Audio system, GMC Infotainment System with 7" diagonal color touch-screen AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; featuring wired Android Auto and Apple CarPlay capability for compatible phones (STD)
- Audio system feature, 2-speakers (Requires Regular Cab model.)
- Bluetooth for phone, connectivity to vehicle infotainment system

Interior

- Seats, front 40/20/40 split-bench with upper covered armrest storage with fixed lumbar (STD)
- Seat trim, Vinyl
- Seat adjuster, driver 4-way manual

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Vehicle: [Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro (✔ Complete)

Interior

- Seat adjuster, passenger 4-way manual
- Floor covering, rubberized-vinyl (Not available with LPO floor liners.)
- Steering wheel, urethane
- Steering column, Tilt-Wheel, manual with wheel locking security feature
- Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
- Driver Information Center, 3.5" diagonal monochromatic display
- Exterior Temperature Display, located in radio display
- Windows, manual (Standard on Regular Cab model. Crew Cab and Double Cab models have power windows standard.)
- Door locks, manual (Requires Regular Cab model.)
- USB ports, 2 (first row) located on instrument panel
- Power outlet, front auxiliary, 12-volt
- Air conditioning, single-zone
- Mirror, inside rearview, manual tilt
- Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

Safety-Mechanical

- StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Safety-Exterior

- Daytime Running Lamps, LED signature lighting

Safety-Interior

- Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Rear Vision Camera (Deleted with (ZW9) pickup bed delete.)
- Hitch Guidance dynamic single line to aid in truck trailer alignment for hitching (Deleted with (ZW9) pickup bed delete.)
- Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
- Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

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Vehicle: [Fleet] 2023 GMC Sierra 2500HD (TK20903) 4WD Reg Cab 142" Pro (✓ Complete)

Processing-Other

Trailer Information Label provides max trailer ratings for tongue weight, conventional, gooseneck and 5th wheel trailering (Not available on (ZW9) pickup bed delete.)

WARRANTY

Warranty Note: <<< Preliminary 2023 Warranty >>>
 Basic Years: 3
 Basic Miles/km: 36,000
 Drivetrain Years: 5
 Drivetrain Miles/km: 60,000
 Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
 Corrosion Years (Rust-Through): 6
 Corrosion Years: 3
 Corrosion Miles/km (Rust-Through): 100,000
 Corrosion Miles/km: 36,000
 Roadside Assistance Years: 5
 Roadside Assistance Miles/km: 60,000
 Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
 Maintenance Note: 1 Year/1 Visit

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 Data Version: 17106. Data Updated: Aug 2, 2022 6:56:00 PM PDT.

Aug 3, 2022



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 3, 2022

FROM: ***Gabe Whittenburg – Parks & Recreation Director***

SUBJECT: Town Council approval of exception in authorized spending limit for Parks & Recreation Director to purchase auctioned fitness equipment.

BACKGROUND:

There is an upcoming auction at Venture Fitness on Sunday November 6, 2022, of their current fitness equipment inventory. Parks & Recreation Director is seeking approval of a one-time exception to spend in excess of the department head spending limit as outlined in the procurement policy.

FINANCIAL IMPACT:

Auctioned equipment is often more affordable than if purchased in a retail store. This would be a positive benefit to the Fitness Center should one of the auctioned items be of interest.

RECOMMENDATION:

Approve a one-time exception in the authorized spending limit not to exceed \$6,000.

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

ADMINISTRATIVE STAFF

Janis Fleet, AICP
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

TUESDAY, OCTOBER 11, 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
Councilwoman Callie Kay Bishop
Planning & Zoning Board Chair Harold "Skip" Frey
Planning & Zoning Board Member Lee Anne Wollitz
Town Clerk Lisa Purvis
Land Use Administrator Janis Fleet
Planning & Zoning Attorney Mary Norberg

ABSENT

Mayor Floyd Vanzant
Planning & Zoning Board Vice Chair Wendy Prather
Planning & Zoning Board Member Charles Reed
Planning & Zoning Board Member Josetta Lawson
Public Works Director Richie Rowe
Parks & Recreation Director Gabe Whittenburg
Town Attorney Christian Waugh

WORKSHOP

ITEM-1 ARTICLE VII - SIGNS - Chapter 62 Zoning and Land Development Regulations Strikethroughs & Underlines.

62-416. Removal of Signs

Councilman Wollitz asks why, in Chapter 62-415, signs become non-conforming after five years.

Land Use Administrator Janis Fleet advises it was because of the Code being adopted in 1987 and not being updated.

62-418. General Requirements for all Signs and Districts

Planning & Zoning Board Member Wollitz states, regarding Chapter 62-418 (1), the word "no" was taken out and it should not have been.

Councilman Wollitz asks, regarding Chapter 62-418 (5), if the Town will restrict people from putting signs on the roof.

Land Use Administrator Janis Fleet asks if all Board and Council members want Chapter 62-418 (5) stricken. All agree they want it stricken.

62-425. Off Site Signs Permitted by Special Exception

Planning & Zoning Board Member Wollitz questions Billboard requirements.

Land Use Administrator Janis Fleet states that Chapter 62-425 has been removed due to the State placing requirements on Billboards, not the Town.

ITEM-2 ARTICLE XI - LANDSCAPING - Chapter 62 Zoning and Land Development Regulations LUA Add 2022.

Land Use Administrator Janis Fleet starts the discussion regarding landscaping.

All agree they are not in favor of the proposed landscaping requirements.

Town Clerk Lisa Purvis reads Nassau County's Code Chapter 37-05 regarding landscaping.

62-567. Parking Area Landscaping

Planning & Zoning Board Member Wollitz questions Chapter 62-567 (8) and asks about concealing and location of dumpsters. Also, questions Chapter 62-567 (c) about dumpsters being located on paved surfaces like asphalt or concrete.

Land Use Administrator Janis Fleet states that the St. Johns Water Management District will regulate commercial or development properties.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 6:56 p.m.

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

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

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ADMINISTRATIVE STAFF

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

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, OCTOBER 20, 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

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

ABSENT

Mayor Floyd Vanzant
Councilwoman Callie Kay Bishop

PUBLIC HEARING

ITEM-1 Ordinance No. 2022-05 - Rezoning R-2 to R-3 Conner Development Group
Open Public Hearing
An Ordinance of the Town of Hilliard, Florida, Rezoning certain property consisting of 1.25 acres, more or less located between Ohio Street, New Front Street, County Road 108 and Bay Road, Hilliard, FL, Parcel # 08-3N-24-2380-0182-0010, from R-2, Single Family District to R-3, Multiple-Family District;

Providing for Severability; and providing for an effective date.

Council President Beasley

Call for Public Comment

No public comments.

Close Public Hearing on Ordinance No. 2022-05 at 7:02 p.m.

Motion made by Councilman Pickett, Seconded by Councilman Wollitz.

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

TOWN COUNCIL ACTION

Town Council adoption of Ordinance No. 2022-05, on Second & Final Reading, Rezoning Parcel #08-3N-24-2380-0183-0010, R-2, Single-Family to R-3, Multi-Family.

Motion made by Councilman Pickett, Seconded by Councilman Wollitz.

Voting Yea: Council President Beasley, Councilman Pickett, Councilman Wollitz

Voting Abstaining: Council Pro Tem Sims

ITEM-2 Town of Hilliard - 20 Years of Service - Public Works Employee Mark Strickland
Council President Beasley

COUNCIL PRESIDENT BEASLEY

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

Town Employee Alicia Head states there will be a new Town event called the Parade of Trees, which will be located at Town Hall, and this year we will be starting with 30 trees.

Council Pro Tem Sims asks Mrs. Head to explain the event.

Town Employee Alicia Head states the trees will be delivered to Town Hall next week and businesses or individuals can pick one out to decorate. She further states there is an application and a map available for the public at the front desk of Town Hall.

REGULAR MEETING

ITEM-3 Additions/Deletions to Agenda

Item-13 Town Council to discuss Quarterly Reports.

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-4 Resolution No. 2022-15 - City Government Week, October 17-23, 2022
A Resolution of the Town of Hilliard Recognizing City Government Week,

October 17 - 23, 2022 and encouraging all citizens to support the celebration and corresponding activities.

Council President Beasley

Town Council to adopt Resolution No. 2022-15 recognizing City Government Week, October 17-23, 2022

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 City Government Week October 17-23, 2022, Essay Contest: If you had just been elected as the new Mayor of Hilliard, what changes would you like to make?
Hilliard Elementary School 3rd Grade Class First, Second & Third Place Winners
Council President Beasley

Council President Beasley reads essays and presents Noah Wollitz and Sophia A. with honorable mention certificates, then presents Kennedy Sasser, Third Place winner, Jackson Cunningham, Second Place winner, and Mya Anderson, First Place Winner, with certificates.

- ITEM-6 Town Council approval of Preliminary Plat Application #20220728, Parcel ID No. 04-3N-24-0000-0006-0010 and 04-3N-24-0000-0004-0100, for the Whisper Ridge Subdivision, Property Owner – LGI Homes-Florida, LLC, Agent – Ed Kassik
Janis K. Fleet, AICP – Land Use Administrator

Town Attorney Waugh states he has reviewed and everything appears to follow the Code.

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-7 Town Council to set additional Joint Workshop to review and discuss the proposed amendments to the Zoning and Land Development Regulations.
Janis K. Fleet, AICP - Land Use Administrator

Following discussion, motion is made to set additional Joint Workshops for November 3, 2022, at 6:00 p.m. prior to the Town Council Meeting, and November 8, 2022, at 6:00 p.m. prior to the Planning and Zoning Board Meeting.

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

- ITEM-8 Town Council to review and accept the Land Use Administrators Quarterly Report for July 1, 2022, through September 30, 2022.
Janis K. Fleet, AICP – Land Use Administrator

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

- ITEM-9 Town Council approval of Capital Budgeted purchase of a 2023 GMC Sierra 2500HD Regular Cab 4WD 8' Bed Work, Truck total cost \$48,162.00
Cory Hobbs – Assistant Public Works Director

Councilman Wollitz asks what the turn around time is.
Assistant Public Works Director Hobbs responds February 2023.

Motion made by Councilman Pickett, Seconded by Council Pro Tem Sims.

Council Pro Tem Sims states the Town needs to start ordering trucks in advance due to the long turn around time.

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

- ITEM-10 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.
Council President Beasley

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

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

- ITEM-11 Town Council approval of the Minutes from the August 29, 2022, Joint Workshop; September 26, 2022, Workshop; October 3, 2022, Public Hearing & Special Meeting; October 6, 2022, Joint Workshop; and October 6, 2022, Public Hearing & Regular Meeting.
Lisa Purvis, MMC - Town Clerk

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

- ITEM-12 Town Council approval of Suez Annual Payment No. 2 of 5, Payable through October 1, 2022, Project Name: Advanced Metering Infrastructure (AMI), in the amount of \$109,553.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$547,765.00

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

ADDED ITEMS

ITEM-13 Town Council to not require the Building Official, Code Enforcement Officer, and Land Use Administrator be present to read their Quarterly Reports.

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

ADDITIONAL COMMENTS**PUBLIC**

Town Employee Alicia Head states the Veterans Appreciation Ceremony will be held on Saturday, November 5, 2022, at the Town Hall instead of the American Legion.

MAYOR & TOWN COUNCIL

No comment.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Public Works Director, Ritchie Rowe

ABSENT

Parks & Recreation Director, Gabe Whittenburg

TOWN ATTORNEY

Town Attorney Waugh states he is working on closing the property purchase between Chad Brock and the Town and should be able to close next week.

ADJOURNMENT

Motion to adjourn at 7:41 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

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



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 # 4072

DATE 10/14/2022

DUE DATE 11/13/2022

TERMS Net 30

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

Thank you for your business!

BALANCE DUE

\$8,750.00

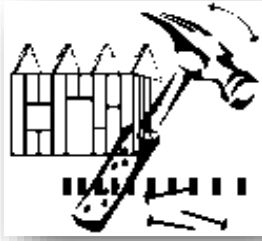
[Handwritten Signature]
STREETS 10/17/22

Taylor's Construction of Hilliard INC.

INVOICE

License:# CBC059085

37382 Poole rd.
 Hilliard Fl. 32046
 CELL: 904-813-4420 FAX: 904-845-4151



DATE: 10/27/2022
 INVOICE # 2001
 FOR:

Bill To: TOWN OF HILLIARD
 company name

address
 city state zipcode
 phone

DESCRIPTION	AMOUNT
I Paul Taylor of Taylor's Construction of Hilliard INC. THE FOLLOWING IS FOR THE OCT. 24,2022 RENAVATION FOR REPLACING NEW FLOORING IN TOWN OF HILLIARD CITY HALL. IN THE AMOUNT OF 26,000.00 PROPOSAL #1011 AMOUNT PAID IN ADVACE TO VANZANT FLOORING IN THE SUM OF 14,317.52, REMAINING BALANCE TO BE RECEIVED IS FOR THE SUM OF 11,382.48.	26,000.00
TOTAL	\$ 11,682.48

Make all checks payable to Taylor's Construction of Hilliard INC.
 If you have any questions concerning this invoice, contact Name, Phone Number above

THANK YOU FOR YOUR BUSINESS