

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 17, 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 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-3 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

ITEM-4 Town Council approval of Capital Budgeted purchase of the turnkey replacement of Cloth and Actuator Replacement for One (4) Disk Filter from Aqua-Aerobic Systems. Inc. in the amount of \$25,808.23.
Richie Rowe - Public Works Director

- ITEM-5** Town Council approval of the Minutes from the November 3, 2022, Joint Workshop, the November 3, 2022, Regular Meeting, and the November 8, 2022, Joint Workshop.
Lisa Purvis, MMC - Town Clerk
- ITEM-6** Town Council approval of AECOM, Payable through October 28, 2022, Project Name: Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Cone, and PAPIs at the Hilliard Airpark, in the amount of \$15,562.20.
**FAA AIP 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$86,388.00**
- ITEM-7** Town Council approval of Nassau County Public Library System Donation for Fiscal Year 2022-2023, to Friends of the Hilliard Branch Library in the amount of \$8,000.00.
BUDGETED DONATION FROM GENERAL FUND TO CULTURE AND RECREATION
- ITEM-8** Town Council approval of Nassau County Council on Aging Donation for Fiscal Year 2022-2023, to assist Seniors in Hilliard with their Water and Sewer Bills in the amount of \$10,000.00.
BUDGETED DONATION FROM WATER AND SEWER PENALTY FEES COLLECTED
- ITEM-9** Town Council approval of Mittauer & Associates, Inc., Final Payable through October 28, 2022, Project Name: CDBG 20 NR Water Main Replacement in the amount of \$3,915.00.
DEO CDBG GRANT FUNDED PROJECT AND CAPITAL FUNDED PROJECT MATCH LUMP SUM CONTRACT \$105,700.00
- ITEM-10** Town Council approval of D.B. Civil Construction, Final Payable through August 25, 2022, Project Name: CDBG 20 NR Water Main Replacement in the amount of \$75,643.94.
DEO CDBG GRANT FUNDED PROJECT AND CAPITAL FUNDED PROJECT MATCH LUMP SUM CONTRACT \$719,539.42 (106,239.42 TOWN MATCH)

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 Statues, 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 17, 2022

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

SUBJECT: Capital Purchase - Aqua-Aerobic Systems Inc. on Parts for Cloth & Actuator Replacement for One (4) Disk Filter

BACKGROUND:

This unit is a sole source product manufactured by Aqua-Aerobic Systems, Inc. Aqua-Aerobic Systems, Inc. is the Town's source for Filter and Actuator Replacement.

Aqua-Aerobic Systems Inc. provide Parts for Cloth Installation & Actuator Replacement for One (4) Disk Filter.

FINANCIAL IMPACT:

\$25,808.23

RECOMMENDATION:

Town Council to grant request for Aqua-Aerobic Systems, Inc. to provide parts and install turnkey replacement of cloth and (3) Actuators on one 4 Disk Filter.



AQUA-AEROBIC SYSTEMS, INC.
A Metawater Company

Aftermarket Proposal # 67954

TO: HILLIARD WWTP
37261 Ruby Drive
Hilliard, Florida 32046
USA

PROJECT: HILLIARD WWTP
Hilliard, FL
USA-MUN

ATTN: Richard Rowe

PROPOSAL DATE: September 14, 2022

PRICING VALIDATED: November 08, 2022

If billing and/or shipping address is different, please advise.

Qty	Description	Unit Price	Total Price
<p>We are pleased to quote, for acceptance within 60 days of this date, prices and terms on goods listed below. Equipment will be furnished by Aqua-Aerobic Systems, Inc. with unloading of goods by the Buyer. The equipment in this proposal shall be installed by Aqua-Aerobic Systems Field Service personnel. This proposal is for the turnkey replacement of cloth and (3) actuators on one 4 disk filter.</p> <p>Parts for Cloth & Actuator Replacement for One (4) Disk Filter</p>			
24	Filter Cloth Sock OptiFiberPES-13® Polyester type Chlorine resistant Part number 2966911 Replaces Part Number 2963923	\$319.00	\$7,656.00
24	Centertube port sealing gasket (1) needed per frame Part number 2506752	\$2.00	\$48.00
2	Retainer bar - side (1) needed per frame Part number 2519224	\$20.00	\$40.00
2	Retainer bar - tab (1) needed per frame Part number 2506166	\$20.00	\$40.00
2	Retainer bar - notch (1) Needed per frame Part number 2506165	\$20.00	\$40.00
10	Flat washer 5/16, 316 stainless (9) needed per frame Part number 2600951	\$0.15	\$1.50

Proposal Date: September 14, 2022

Proposal # 67954



AQUA-AEROBIC
SYSTEMS, INC.
A Metawater Company

10	HHCS 5/16-18 X 1.5"LG 316SS Part number 2612413	\$1.00	\$10.00
3	Actuator Assembly, RCI w receptacle, 12" leads, Part # 2964966	\$1,115.91	\$3,347.73
1	Installation of equipment listed in this proposal	\$14,300.00	\$14,300.00

ADDITIONAL NOTES:

A.Customer shall dispose of the existing cloth socks

B.Customer shall stop flow from entering the filter during the cloth changeout

PROPOSAL NOTES:

1. Service will be scheduled after receipt of purchase order with mutually acceptable terms and conditions, subject to credit approval. Scheduled service lead time is dependent upon existing service backlog. Current lead time for service is expected to be 8-12 business weeks after receipt of purchase order. Equipment will be shipped prior to the Aqua-Aerobic Service Technician's arrival to site.

2. F.O.B. ORIGIN; TITLE AND RISK OF LOSS: All prices and all shipments of goods are F.O.B. Aqua-Aerobic Systems, Inc.'s plant at Loves Park, Illinois with freight cost included in the "Total Price" as listed below. Delivery of the goods sold hereunder to the carrier shall be deemed delivery to the Buyer, and upon such delivery, title to such goods and risk of loss or damage shall be upon Buyer.

3. PAYMENT TERMS: Subject to credit approval and guarantee of payment, payment Net 30 days from date of each shipment; no retainage allowed.

4. State and/or local taxes will be charged unless we receive a valid resale/exemption certificate. Please note Aqua-Aerobic Systems is not registered to collect Washington, DC, sales taxes; therefore, if order is taxable, Buyer is to accrue sales tax and pay the tax directly. Sales tax for all other states will be added to your invoice unless we are in receipt of a valid resale/exemption certificate prior to shipment/invoicing. States without Tax Exempt Flow Down: Municipal entity purchasers can obtain a tax exempt certificate for pollution control equipment that is permanently installed. The State does not allow for flow down of tax exempt status to non-municipal purchasers (i.e., General Contractors, Repair Shops, etc.). Non-municipal purchasers are required to pay sales taxes.

5. Aqua-Aerobic Systems' offer is based upon the supply of Aqua-Aerobic Systems' standard equipment as described within this proposal, including the warranty as included within Terms and Conditions of Aqua-Aerobic Systems, Inc., and Aqua-Aerobic Systems' standard factory test(s) prior to shipment. Aqua-Aerobic Systems' scope of supply does not include any process or performance guarantees or warranties or process or performance testing unless specifically detailed within this proposal.

6. TRADEMARKS: Aqua-Aerobic, Aqua-Jet, Aqua-Jet II, AquaDDM, ThermoFlo, Endura Series, OxyMix, Fold-a-Float, Aqua MixAir, AquaCAM-D, AquaSBR, Aqua MSBR, AquaPASS, Aqua BioMax, AquaEnsure, Aqua EnduraTube, Aqua EnduraDisc, Aqua CB-24, AquaDisk, AquaDiamond, AquaDrum, Aqua MiniDisk, Aqua MegaDisk, AquaPrime, OptiFiber, OptiFiber PES-13, OptiFiber PA2-13, OptiFiber ACR-13, OptiFiber PES-14, OptiFiber PF-14, Trust the Tag, AquaABF, Turbilite, AquaMB Process, Aqua-Aerobic MBR, Aqua UltraFiltration, Aqua MultiBore, Aqua MultiBore Series C, Aqua ElectrOzone, SpareCare, IntelliPro, Aqua Financing Solutions, and the Aqua-Aerobic logo are registered trademarks or pending trademarks of Aqua-Aerobic Systems, Inc. All other products and services mentioned are trademarks of their respective owners. Nereda® is a registered U.S. trademark of Royal HaskoningDHV.

Proposal Date: September 14, 2022

Proposal # 67954

AQUA-AEROBIC
SYSTEMS, INC.
A MetaWater Company

7. Schedule changes due to supply chain disruption may impact the above quoted shipment time(s).
Aqua-Aerobic Systems will advise if/when any such disruption applies.

Pricing Summary

Equipment and/or Accessories:	\$25,483.23
Freight:	\$325.00
<hr/>	
Total Job Price:	\$25,808.23

Material and/or services not specifically listed in this proposal are not included in the quoted TOTAL JOB PRICE and are to be supplied by others.

Goods quoted above will be sold subject to the terms and conditions of sale set forth on the face hereof and the following pages entitled "Terms and Conditions of Aqua-Aerobic Systems, Inc. (A MetaWater Company)": Any different or additional terms are hereby objected to.

Proposal Date: September 14, 2022

Proposal # 67954



**AQUA-AEROBIC
SYSTEMS, INC.**
A Metawater Company

TERMS AND CONDITIONS OF AQUA-AEROBIC SYSTEMS, INC. (A Metawater Company)

Page 1 of 2

This offer and all of the goods and sales of Aqua-Aerobic Systems, Inc. are subject only to the following terms and conditions. The acceptance of any order resulting from this proposal is based on the express condition that the Buyer agrees to all the terms and conditions herein contained. Any terms and conditions in any order, which are in addition to or inconsistent with the following, shall not be binding upon Aqua-Aerobic Systems, Inc. This proposal and any contract resulting therefrom, shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to conflicts of laws principles.

PAYMENT

Unless specifically stated otherwise, quoted terms are Net 30 Days from shipping date. Past-due charges are 1.5% per month and will apply only on any past-due balance. Aqua-Aerobic Systems, Inc. does not allow retainage of any invoice amount, unless authorized in writing by an authorized representative of our Loves Park, Illinois office.

DURATION OF QUOTATION

This proposal of Aqua-Aerobic Systems, Inc. shall in no event be effective more than 30 days from date thereof, unless specifically stated otherwise, and is subject to change at any time prior to acceptance.

SHIPMENT

Shipping dates are not a guarantee of a particular day of shipment and are approximate, being based upon present production information, and are subject to change per the production schedules existing at time of receipt of purchase order. Aqua-Aerobic Systems, Inc. shall not be responsible for any delay in shipment for causes beyond its control including, but not limited to, war, riots, strikes, labor trouble causing interruption of work, fires, other casualties, transportation delays, modification of order, any act of governmental authorities or acts of God. Quoted shipment dates in this proposal are approximate dates goods will be shipped and, unless agreed to in writing by Aqua-Aerobic Systems, Inc., Buyer may not postpone or delay the dates of shipment of goods from our plant or from our supplier's plants beyond the dates set forth in this proposal.

TITLE AND RISK OF LOSS

All prices and all shipments of goods are F.O.B. Aqua-Aerobic Systems, Inc.'s plant at Loves Park, Illinois unless specifically stated otherwise. Delivery of the goods sold hereunder to the carrier shall be deemed delivery to the Buyer, and upon such delivery, title to such goods and risk of loss or damage shall be upon Buyer.

TAXES

Prices quoted do not include any taxes, customs duties, or import fees. Buyer shall pay any and all use, sales, privilege or other tax or customs duties or import fees levied by any governmental authority with respect to the sale or transportation of any goods covered hereby. If Aqua-Aerobic Systems, Inc. is required by any taxing authority to collect or to pay any such tax, duty or fee, the Buyer shall be separately billed at such time for the amounts Aqua-Aerobic Systems, Inc. is required to pay.

INSURANCE

Unless the goods are sold on a CIF basis, the Buyer shall provide marine insurance for all risks, including war and general coverage.

SECURITY

If at any time the financial responsibility of the Buyer becomes unsatisfactory to Aqua-Aerobic Systems, Inc., or Aqua-Aerobic Systems, Inc. otherwise deems itself insecure as to receipt of full payment of the purchase price from Buyer hereunder, Aqua-Aerobic Systems, Inc. reserves the right to require payment in advance or security or guarantee satisfactory to Aqua-Aerobic Systems, Inc. of payment in full of the purchase price.

LIMITATION OF ACTION

No action shall be brought against Aqua-Aerobic Systems, Inc. for any breach of its contract of sale more than two years after the accrual of the cause of action thereof, and, in no event, unless the Buyer shall first have given written notice to Aqua-Aerobic Systems, Inc., of any claim of breach of contract within 30 days after the discovery thereof.

CANCELLATION CLAUSE

No acceptance of this proposal, by purchase order or otherwise, may be modified except by written consent of Aqua-Aerobic Systems, Inc. nor may it be cancelled except by prior payment to Aqua-Aerobic Systems, Inc. the following sums as liquidated damages therefore: 1) If cancellation is prior to commencement of production and prior to the assumption of any obligations by Aqua-Aerobic Systems, Inc. for any materials or component parts, a sum equal to 15% of the total purchase price; 2) If cancellation is after the commencement of production or after the assumption of any obligations by Aqua-Aerobic Systems, Inc. for any materials or component parts, a sum equal to the total of the direct, out-of-pocket expenses incurred to the date of cancellation for labor, machine time, materials and any charges made to us by suppliers for cancellation, plus 30% of the total purchase price. All charges and expenses shall be as determined by Aqua-Aerobic Systems, Inc. In the event any items are used by Aqua-Aerobic Systems, Inc. to fill a subsequent order, then upon receipt of payment for such order, Aqua-Aerobic Systems, Inc. shall pay the Buyer a sum equal to the direct out-of-pocket expenses previously charged and received from Buyer.

PROPRIETARY INFORMATION

This proposal, including all descriptive data, drawings, material, information and know-how disclosed by Aqua-Aerobic Systems, Inc. to Buyer in relation hereto is confidential information intended solely for the confidential use of Buyer, shall remain the property of Aqua-Aerobic Systems, Inc. and shall not be disclosed or otherwise used to the disadvantage or detriment of Aqua-Aerobic Systems, Inc. in any manner.

Proposal Date: September 14, 2022

Proposal # 67954


**AQUA-AEROBIC
SYSTEMS, INC.**
A Metawater Company
TERMS AND CONDITIONS OF AQUA-AEROBIC SYSTEMS, INC. (A Metawater Company)

Page 2 of 2

QUALIFIED ACCEPTANCE AND INDEMNITY

In the event the acceptance of this proposal by Buyer either is contingent upon or subject to the approval by any third party such as, but not limited to, a consulting engineer, with respect to goods, parts, materials, descriptive data, drawings, calculations, or any other matter, then upon such approval by any third party, Aqua-Aerobic Systems, Inc. shall have no liability to Buyer or to any third party so long as the goods sold and delivered by Aqua-Aerobic Systems, Inc. conform to this proposal. In the event any such third party requires modifications in the proposal prior to the approval thereof, Aqua-Aerobic Systems, Inc. may at its sole option and without liability to any party elect to cancel this proposal or return the purchase order to Buyer. In the event Aqua-Aerobic Systems, Inc. elects to modify this proposal to conform to the requirements for approval by any third party, Aqua-Aerobic Systems, Inc. in such event shall have no liability to Buyer or to any third party so long as the goods sold and delivered by Aqua-Aerobic Systems, Inc. conform to this proposal as modified.

Buyer agrees to indemnify and save harmless Aqua-Aerobic Systems, Inc. from and against all costs and expenses and liability of any kind whatsoever arising out of or in connection with claims by third parties so long as the goods sold hereunder conform to the requirements of this proposal as approved by any third party.

WARRANTY; LIMITATION OF LIABILITY; AND DISCLAIMER

In return for purchase and full payment for Aqua-Aerobic Systems, Inc. goods, we warrant new goods provided by us to be free from defects in materials and workmanship under normal conditions and use for a period of one year from the date the goods are put into service, or eighteen months from date of shipment (whichever first occurs). If the goods include an "Endura Series" motor, the complete Endura Series unit shall be warranted by Aqua-Aerobic to be free from defects in materials and workmanship under normal conditions and use for three years from the date the product is put into service or 42 months from the date of shipment (whichever occurs first).

OUR OBLIGATION UNDER THIS WARRANTY IS EXPRESSLY AND EXCLUSIVELY LIMITED to replacing or repairing (at our factory at Loves Park, Illinois) any part or parts returned to our factory with transportation charges prepaid, and which our examination shall show to have been defective. Prior to return of any goods or its parts to our factory, Buyer shall notify Aqua-Aerobic Systems, Inc. of claimed defect, and Aqua-Aerobic Systems, Inc. shall have the privilege of examining the goods at Buyer's place of business at or where the goods have otherwise been placed in service. In the event this examination discloses no defect, Buyer shall have no authority to return the goods or parts to our factory for the further examination or repair. All goods or parts shall be returned to Buyer, F.O.B. Loves Park, Illinois. This warranty shall not apply to any goods or part which has been repaired or altered outside our factory, or applied, operated or installed contrary to our instruction, or subjected to misuse, chemical attack/degradation, negligence or accident. This warranty and any warranty and guaranty of process or performance shall no longer be applicable or valid if any product, including any software program, supplied by Aqua-Aerobic Systems, Inc., is modified or altered without the written approval of Aqua-Aerobic Systems, Inc. Our warranty on accessories and component parts not manufactured by us is expressly limited to that of the manufacturer thereof.

THE FOREGOING WARRANTY IS MADE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND OF ALL OTHER LIABILITIES AND OBLIGATIONS ON OUR PART, INCLUDING ANY LIABILITY FOR NEGLIGENCE, STRICT LIABILITY, OR OTHERWISE; AND ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IS EXPRESSLY DISCLAIMED; AND WE EXPRESSLY DENY THE RIGHT OF ANY OTHER PERSON TO INCUR OR ASSUME FOR US ANY OTHER LIABILITY IN CONNECTION WITH THE SALE OF ANY GOODS PROVIDED BY US. THERE ARE NO WARRANTIES OR GUARANTEES OF PERFORMANCE UNLESS SPECIFICALLY STATED OTHERWISE.

UNDER NO CIRCUMSTANCES, INCLUDING ANY CLAIM OF NEGLIGENCE, STRICT LIABILITY, OR OTHERWISE, SHALL AQUA-AEROBIC SYSTEMS, INC. BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, COSTS OF CONNECTING, DISCONNECTING, OR ANY LOSS OR DAMAGE RESULTING FROM A DEFECT IN THE GOODS. LIMIT OF LIABILITY: AQUA-AEROBIC SYSTEMS, INC.'S TOTAL LIABILITY UNDER THE ABOVE WARRANTY IS LIMITED TO THE REPAIR OR REPLACEMENT OF ANY DEFECTIVE PART. THE REMEDIES SET FORTH HEREIN ARE EXCLUSIVE, AND OUR LIABILITY WITH RESPECT TO ANY CONTRACT OR SALE, OR ANYTHING DONE IN CONNECTION THEREWITH, WHETHER IN CONTRACT, IN TORT, UNDER ANY WARRANTY, OR OTHERWISE, SHALL NOT, IN ANY CASE, EXCEED THE PRICE OF THE GOODS UPON WHICH SUCH LIABILITY IS BASED.

Final acceptance of this proposal must be given to Aqua-Aerobic Systems, Inc. at their office in Loves Park, Illinois. Please acknowledge acceptance by signing the proposal and returning it to Aqua-Aerobic Systems, Inc.

Accepted by: _____

Offer Respectfully Submitted,

PRICING VALIDATED:

Michaela Villarreal

November 08, 2022

By: _____

Date: _____

**Michaela Villarreal, Aftermarket Sales Representative
Aqua-Aerobic Systems, Inc.**

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

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Christian Waugh

HILLIARD PLANNING AND ZONING BOARD MEETING

BOARD MEMBERS

Dallis Hunter, Chair
Harold "Skip" Frey, Vice Chair
Josetta Lawson
Wendy Prather
Charles Reed

ADMINISTRATIVE STAFF

Janis Fleet, AICP
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

THURSDAY, NOVEMBER 03, 2022, 6:00 PM

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 Chair Harold "Skip" Frey
Planning & Zoning Board Member Lee Anne Wollitz
Town Clerk Lisa Purvis
Public Works Director Richie Rowe
Land Use Administrator Janis Fleet

ABSENT

Planning & Zoning Board Vice Chair Wendy Prather
Planning & Zoning Board Member Charles Reed
Planning & Zoning Board Member Josetta Lawson
Parks & Recreation Director Gabe Whittenburg
Town Attorney Christian Waugh
Planning & Zoning Attorney Mary Norberg

WORKSHOP

ITEM-1 ARTICLE XII - TREES - Chapter 62 Zoning and Land Development Regulations LUA Add 2022.

62-571. Exceptions and Exemptions

Councilwoman Bishop asks why this section does not state Zoning Districts. **Planning & Zoning Board Member Wollitz** states that under section 62-571 where it states section 62-275, this should be 62-570. Also, "Development Service Director" is mentioned several times, and this should be changed to "Land Use Administrator".

Land Use Administrator Fleet states that is an error and will be corrected.

62-573. Conditions for Tree Removal

Councilman Pickett asks why there is a Tree Removal Permit.

Councilwoman Bishop states she does not want to limit the property owners right to cut down trees on their property.

Land Use Administrator Fleet states that the permit will be used only for Commercial and Multi-family zoning areas. Fleet further states she would like to protect the Live Oaks and twelve-inch in diameter trees, DBH.

ITEM-2 ARTICLE XIII - SUBDIVISION - Chapter 62 Zoning and Land Development Regulations moved from Chapter 46 Subdivision by FS 177.

46-1. Definitions

Town Council discuss what an approved road or street means.

Council Pro Tem Sims and Planning & Zoning Board Member Wollitz state that if a developer is building houses and they open a road they should only have to match the surrounding roads surface. If milling, dirt or paved.

Council Pro Tem Sims states that the roads were not paved by the Town of Hilliard, they were not paved by developers, they were paved with grants unless they were subdivisions done by PUD.

46-4. Exceptions

Council Pro Tem Sims and Planning & Zoning Board Member Wollitz ask why we deleted this section.

Councilman Wollitz states that if we rewrite Town approved road then that would alleviate section 46-4(a).

Land Use Administrator Fleet explains what a PUD is and states that a PUD is a zoning classification and property can either be rezoned conventionally or PUD.

46-32. Preliminary plat

Town Council and the Planning & Zoning Board close discussion at this section and will resume here at the next Joint Workshop, Tuesday, November 8, 2022.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 7:50 p.m.

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, 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

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MINUTES

THURSDAY, NOVEMBER 03, 2022, 7:00 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 – Left after Item 8 before Item 9 due to illness.

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

No public wish to address the Council.

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

Item-13 Town Council to set a Workshop so the Girl Scout Troop can come visit with the Mayor and Town Council.

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

Item-14 Town Council to set a Special Meeting to discuss the future of the Land Use Administrator's position.

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

Item-15 Town Council to discuss trees to be removed next door to Town Hall.

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

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

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, Councilwoman Bishop

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

Motion made to approve a \$250.00 donation for PBIS.

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

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

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

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

Motion made to table item to the November 17, 2022, Agenda.

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

- 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

Cory Hobbs – Assistant Public Works Director

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

- 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

Following discussion motion is made for Town Council approval of Capital Budgeted purchase of a Vactor RamJet, Trailer-Series RamJet 300-Gallons, Black Water Tank – 18GPM @4000 PSI, 2-year warranty on Pump and Equipment and 1-year warranty on Remaining Equipment, from US Jetting, total cost \$58,774.65.

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

- 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.

Cory Hobbs – Assistant Public Works Director

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

- ITEM-9 Town Council approval of exception to spend up to \$6,000.00 from Operating Budget in authorized spending limit for Parks & Recreation Director to purchase auctioned fitness equipment.

Gabe Whittenburg - Parks & Recreation Director

Council President Beasley abstains from discussion and voting due to his brother being the auctioneer.

Councilwoman Bishop fell ill and left the meeting before vote was cast.

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

- 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

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

- 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

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-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

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-13 Town Council to set Workshop for Thursday, November 17, 2022, at 6:00 p.m. for the Girl Scout Troop to talk with the Mayor and Town Council to earn their Democracy Badge.

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-14 Town Council to set a Special Meeting for Monday, November 14, 2022, at 6:30 p.m. to discuss the future of the Land Use Administrator's Position.

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-15 Town Council to discuss the Trees that will be removed for the Town Hall Park.
 Following discussion, Council President Beasley will be marking the trees that will be kept.

ADDITIONAL COMMENTS

PUBLIC

No comment.

MAYOR & TOWN COUNCIL

Mayor Vanzant reads the upcoming meeting dates:

November Meetings:

Tuesday, 11-08-2022	@ 6PM	Joint Workshop (LDR'S)
Monday, 11-14-2022	@ 630PM	Special Meeting (LUA)
Thursday, 11-17-2022	@ 6PM	Workshop (Girl Scouts)
Thursday, 11-17-2022	@ 7PM	Regular Meeting

Council President Beasley reminds everyone about the Veterans Day Ceremony from 9:00 a.m. until 12:00 p.m. on Saturday, November 5, 2022.

Council Pro Tem Sims asks to make sure someone is available to help the Public Works Department on Saturday, November 5, 2022, with clean-up since often times they are left to do it themselves.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis
Public Works Director, Ritchie Rowe
Parks & Recreation Director, Gabe Whittenburg

Public Works Director Richie Rowe states that the Florida Rural Water Project for last year's Asset Management is almost completed.

Parks & Recreation Director Gabe Whittenburg states that Basketball will be starting soon.

Town Clerk Lisa Purvis states that Councilwoman Bishop said she can meet on November 14, 2022, at 6:30 p.m. for the Special Meeting.

TOWN ATTORNEY

Town Attorney Waugh states the airpark parcel appraisals should be completed soon.

ADJOURNMENT

Motion to adjourn at 7:55 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

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

Dallis Hunter, Chair
Harold "Skip" Frey, Vice Chair
Josetta Lawson
Wendy Prather
Charles Reed

ADMINISTRATIVE STAFF

Janis Fleet, AICP
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

TUESDAY, NOVEMBER 08, 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 Vice Chair Wendy Prather
Planning & Zoning Board Member Charles Reed
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 Member Josetta Lawson
Public Works Director Richie Rowe
Parks & Recreation Director Gabe Whittenburg
Town Attorney Christian Waugh

WORKSHOP

ITEM-1 ARTICLE XIII - SUBDIVISION - Chapter 62 Zoning and Land Development Regulations moved from Chapter 46 Subdivision by FS 177.

Land Use Administrator Janis Fleet provides the Nassau County Landscaping, Subdivision Process, Subdivision 2, Intent and Definition.

46-85. Easements

Planning & Zoning Board Member Wollitz asks why the easement section was removed and asks if the Town can still require easements for subdivisions so the Town can access Lift Stations.

Land Use Administrator Janis Fleet answers yes, and the engineer can require easements during their review.

46-114. Street Improvements

Planning & Zoning Board Member Wollitz asks why concrete roads are not acceptable and why it has been removed from the LDR'S if the State accepts concrete roads?

ITEM-2 ARTICLE X - PROPORTIONATE FAIR-SHARE PROGRAM - Chapter 62 Zoning and Land Development Regulations Comp Plan Add Ordinance No. 2008-01.

Land Use Administrator Janis Fleet reads **62-562. Specific Requirements for Transportation Concurrency to Required Paved Roads for Developments.**

Land Use Administrator Janis Fleet states she will verify with Town Clerk Lisa Purvis to see if all sections were reviewed and prepare a document with all changes.

Town Clerk Lisa Purvis states she will add an additional Joint Workshop to review the changes.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 6:48 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Pickett.

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

IMPORTANT REMITTANCE INFORMATION

Please include the AECOM invoice number when sending payment

INVOICE NUMBER: 2000685972

Invoice Date: 04-NOV-22

Invoice Due Date: 04-DEC-22

Amount Due: \$15,562.20 USD

Project Number: 60664394

To process your payment timely and ensure credit is given, please include the AECOM invoice number when sending payment. Including this invoice number will allow AECOM to promptly apply your payment without delay or additional information requests placed upon your organization.

Failure to reference the AECOM invoice number when sending payment may result in delay of your account being credited.

To expedite payment processing, AECOM is asking its clients to submit payments electronically by ACH (Automated Clearing House) if possible.

ACH payments provide an alternative to paper checks, affording you the following advantages:

- Certainty of delivery
- Reduced operating costs through the elimination of paper check mailing

Regards,

AECOM Cash Application Department
CashAppsRemittance@aecom.com

Check Payment to:
AECOM Technical Services, Inc.
An AECOM Company
1178 Paysphere Circle
Chicago, IL 60674

ACH Payment to:
AECOM Technical Services, Inc.
An AECOM Company
Bank of America
Account Number 5800937020
ABA Number 071000039

Wire Transfer Payment to:
AECOM Technical Services, Inc.
An AECOM Company
Bank of America
New York, NY 10001
Account Number 5800937020
ABA Number 026009593
SWIFT CODE BOFAUS3N



7650 West Courtney Campbell Causeway, Tampa, FL 33607-1462

Tel: 813-286-1711

Fax: 813-287-8591

Federal Tax ID No. 95-2661922

ATTN : Lisa Purvis
TOWN OF HILLIARD
15859 West County Road 108
Hilliard, FL 32046
United States

Invoice Date: 04-NOV-22
Invoice Number: 2000685972

Agreement Number: 60664394
Agreement Description:

Payment Term: 30 DAYS

Please reference Invoice Number and Project Number with Remittance

Project Number : 60664394

Project Name : O1J - Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Cone
& PAPIs at Hilliard Airpark

Bill Through Date : 30-JUL-22 - 28-OCT-22

Bill Prange

Phase Lump Sum

Task Number	Description	Percent		Earned	Previous	Current
		Fee	Complete			
01	AECOM Lbr	57,066.00	75.00%	42,799.50	31,386.30	11,413.20
02	RPR Lbr	24,336.00	95.00%	23,119.20	19,468.80	3,650.40
03	Expenses	4,986.00	90.00%	4,487.40	3,988.80	498.60

Total Phase Lump Sum:

15,562.20

Project Total : O1J - Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Cone & PAPIs at Hilliard Airpark

15,562.20

Invoice Summaries

Total Current Amount :	15,562.20
Retention Amount :	0.00
Pre-Tax Amount :	15,562.20
Tax Amount :	0.00

Total Invoice Amount :

15,562.20

Billing Summaries

Billing Summary	Current	Prior	Total	Total Fee	Percent Complete
Billings	15,562.20	54,843.90	70,406.10	86,388.00	81.50
Tax	0.00	0.00	0.00		
Billing Total :	15,562.20	54,843.90	70,406.10		



Dawn S. Bostwick, Library Director
Julie Cannavino, Assistant Director

Nassau County Public Library System

25 N. 4th Street
Fernandina Beach, FL 32034
Phone: 904-530-6500 Fax: 277-7366

<http://nassaureads.com>

To: Lisa Purvis, Town Clerk

From: Dawn S. Bostwick, Library Director

Date: 8 November 2022

Re: Request for Donation

Lisa,
The Friends of the Hilliard Branch Library respectfully request the Town of Hilliard to provide the approved donation in the amount of \$8,000.

We understand the donation is to be used for the Hilliard Branch Library; and in addition to what has been budgeted for the branch by the County.

Thank you.

Callahan

450077 SR 200
Callahan, FL 32011

Hilliard

15821 CR 108
Hilliard, FL 32046

Yulee

76346 Wm Burgess Blvd
Yulee, FL 32097

Bryceville

7280 Motes Rd
Bryceville, FL 32009

November 9, 2022

Town of Hilliard
Honorable Mayor and Town Council Members
ATTN: Ms. Lisa Purvis
Highway 108 & Pine Street
Hilliard, Florida 32046

Dear Ms. Purvis;

The purpose of this letter is to officially request the budgeted amount of \$10,000.00 for the Nassau County Council on Aging to assist the seniors in Hilliard with their water and sewage bills who live within the Town of Hilliard city limits that meet the income requirement.

Thank you for your continuous support in providing this valuable assistance to many low income seniors in our community.

Feel free to contact me if you have any questions or concerns.

Sincerely,



Janice Ancrum
President and CEO
Nassau County Council on Aging

MITTAUER &
ASSOCIATES, INC.
580-1 WELLS ROAD
ORANGE PARK, FL 32073
904-278-0030



Invoice 22499

ITEM-9

BILL TO

Town of Hilliard
P.O. Box 249
Hilliard, FL 32046
Attn: Lisa Purvis

DATE
11/01/2022

PLEASE PAY
\$3,915.00

DUE DATE
11/21/2022

M&A PROJECT NO.

9610-52-1

DESCRIPTION

AMOUNT

CDBG 20 NR WATER MAIN REPLACEMENT
CDBG CONTRACT NO. 20DB-OO-04-55-02-N08
TOWN OF HILLIARD, FLORIDA

Engineering services concerning the CDBG 20 NR Water Main Replacement project for the Town of Hilliard including completion of construction administration and resident project representative services during the period May 28, 2022 through October 28, 2022.

LUMP SUM CONTRACT AMOUNT: \$105,700.00

- Item A. Preliminary Engineering, \$3,100 (100% complete)
- Item B. Basic Engineering, \$39,300 (100% complete)
- Item C. Construction Administration, \$10,000 (100% complete)
- Item D. Resident Project Representative Services, \$28,300 (100% complete)
- Item D. Additional Engineering Services, \$25,000 (100% complete)
(Topographic Surveying, \$20,000 | Permit Applications, \$3,000 | Record Drawings, \$2,000)

AMOUNT PREVIOUSLY INVOICED: \$101,785.00

Amount Earned This Period

3,915.00

Thank you for your business.

TOTAL DUE

\$3,915.00

THANK YOU.



MITTAUER
& ASSOCIATES, INC.
CONSULTING ENGINEERS &
PROJECT FUNDING SPECIALISTS

ITEM-10

580-1 WELLS ROAD
ORANGE PARK, FL 32073
PHONE: (904) 278-0030
FAX: (904) 278-0840
WWW.MITTAUER.COM

November 11, 2022

VIA EMAIL

Ms. Lisa Purvis, Town Clerk
Town of Hilliard
15859 West County Road 108
Hilliard, FL 32046

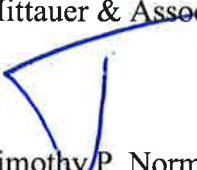
RE: Contractor's Pay Request No. 9-Final
CDBG 20 NR Water Main Replacement
CDBG Contract No. 20DB-OO-04-55-02-N08
Town of Hilliard, Florida
Mittauer & Associates, Inc. Project No. 9610-52-1

Dear Ms. Purvis:

We have reviewed Pay Request No. 9-Final from DB Civil Construction, LLC and find it acceptable. We have, accordingly, indicated our approval and are forwarding an electronic copy to you for approval and payment. This pay request totals \$75,643.94 and should be paid entirely with Town funds. Project is now 100% complete.

Please do not hesitate to call should you have any questions.

Sincerely yours,
Mittauer & Associates, Inc.


Timothy P. Norman, P.E.
Vice President

TPN/pj
Enclosure
cc: DB Civil Construction, LLC
Fred Fox Enterprises

NOV 11 2022
MITTAUER & ASSOC., INC.**CONTRACTOR APPLICATION FOR PAYMENT**

PAGE ONE OF FOUR PAGES

CONTRACTOR:DB Civil Construction LLC
4475 US 1 South, Suite 502
St Augustine, FL 32086
(386) 256-7460**PROJECT:**CDBG 20 NR Water Main Replacement
CDBG Contract No 20DB-00-04-55-02-N08

APPLICATION NO:

09R1 Final

Distribution to:

PROJECT NO:

20DB-00-04-55-02-N08

☒ OWNER

APPLICATION DATE:

08/25/22

☐ CONTRACTOR

PERIOD FROM:

07/26/22

☒ ENGINEER

PERIOD TO:

08/25/22

☐ OTHER

CONTRACT DATE:

ENGINEER:Mittauer & Associates, Inc
580-1 Wells Road
Orange Park, FL 32073**OWNER:**Town of Hilliard
15859 West County Road 108 (P O Box 249)
Hilliard, FL 32046**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, G703, is attached

1. ORIGINAL CONTRACT SUM	\$	669,300.00
2. Net change by Change Orders	\$	50,239.42
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	719,539.42
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	719,539.42
5. RETAINAGE:		
a. 0 % of Completed Work (Column D + E on G703)	\$	0.00
b. 10 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	719,539.42
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior G702)	\$	643,895.48
8. CURRENT PAYMENT DUE	\$	75,643.94
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Contractor	\$ 39,669.42	\$ -
Total approved this Month	\$ -	\$ -
TOTALS	\$ 39,669.42	\$ -
NET CHANGES by Change Order	\$ 39,669.42	

The undersigned contractor certifies that to the best of the contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents that all amounts have been paid by the contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner and that current payment shown herein is now due.

CONTRACTOR: DB CIVIL CONSTRUCTION LLC

By:



Date:

11/11/22

OWNERSHIP (OR AGENT):

By:

OWNER'S PROJECT MANAGEMENT:

Approved for Owner App:

Approved for Payment:

Initials

Date

**ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on onsite observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED:

AMOUNT CERTIFIED \$

75,643.94

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

By:



Date:

11/11/22

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Pay Application #

09R1

Project Name: CDBG 20 NR Water Main Replacement

PERIOD ENDING 8/25/2022

No.	PAY ITEMS	QTY	UNIT	UNIT PRICE	AMOUNT	PREVIOUS APPLICATION		THIS APPLICATION		TOTAL TO DATE		% COMP
						QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED	
1	Mobilization and General Conditions	1	LS	\$65,000.00	\$ 65,000.00	1.00	\$ 65,000.00	-	\$ -	1.00	\$ 65,000.00	100.0%
2	6" PVC Water Main	6,500	LF	\$25.00	\$ 162,500.00	6,400.00	\$ 160,000.00	-	\$ -	6,400.00	\$ 160,000.00	98.5%
3	6" Gate Valves and Boxes	16	Each	\$980.00	\$ 15,680.00	16.00	\$ 15,680.00	-	\$ -	16.00	\$ 15,680.00	100.0%
4	6" x 6" Tapping Sleeve and Valve	2	Each	\$2,600.00	\$ 5,200.00	2.00	\$ 5,200.00	-	\$ -	2.00	\$ 5,200.00	100.0%
5	Ductile Iron Fittings - Cement Lined	1,000	lbs	\$5.00	\$ 5,000.00	1,000.00	\$ 5,000.00	-	\$ -	1,000.00	\$ 5,000.00	100.0%
6	Fire Hydrant Assembly	10	Each	\$4,100.00	\$ 41,000.00	10.00	\$ 41,000.00	-	\$ -	10.00	\$ 41,000.00	100.0%
7	Remove Existing Fire Hydrants	1	Each	\$550.00	\$ 550.00	1.00	\$ 550.00	-	\$ -	1.00	\$ 550.00	100.0%
8	Branch Connection											
9	2" Type A	3	Each	\$870.00	\$ 2,610.00	3.00	\$ 2,610.00	-	\$ -	3.00	\$ 2,610.00	100.0%
10	2" Type B	8	Each	\$725.00	\$ 5,800.00	8.00	\$ 5,800.00	-	\$ -	8.00	\$ 5,800.00	100.0%
11	Cut, Cap, and Abandon Existing 2" Mains	2	Each	\$400.00	\$ 800.00	2.00	\$ 800.00	-	\$ -	2.00	\$ 800.00	100.0%
12	Reconnect Existing Water Services											
13	Short	26	Each	\$770.00	\$ 20,020.00	37.00	\$ 28,490.00	-	\$ -	37.00	\$ 28,490.00	142.3%
14	Long	17	Each	\$1,800.00	\$ 30,600.00	27.00	\$ 48,600.00	-	\$ -	27.00	\$ 48,600.00	158.8%
15	Removal and Replacement of Unsuitable Soils	1,300	LF	\$8.00	\$ 10,400.00		\$ -	-	\$ -	-	\$ -	0.0%
16	Concrete Encasement and Specials	20	CY	\$150.00	\$ 3,000.00		\$ -	-	\$ -	-	\$ -	0.0%
17	Asphaltic Roadway/Driveway Restoration	600	LF	\$65.00	\$ 39,000.00	600.00	\$ 39,000.00	-	\$ -	600.00	\$ 39,000.00	100.0%
18	Asphaltic Overlay	600	SY	\$20.00	\$ 12,000.00	600.00	\$ 12,000.00	-	\$ -	600.00	\$ 12,000.00	100.0%
19	Concrete Sidewalk/Driveway Restoration	2,600	LF	\$35.00	\$ 91,000.00	2,600.00	\$ 91,000.00	-	\$ -	2,600.00	\$ 91,000.00	100.0%
20	Stabilized Roadway/Driveway Restoration	60	LF	\$40.00	\$ 2,400.00	60.00	\$ 2,400.00	-	\$ -	60.00	\$ 2,400.00	100.0%
21	Grassing											
22	Seed and Mulch	1,300	LF	\$2.00	\$ 2,600.00	1,300.00	\$ 2,600.00	-	\$ -	1,300.00	\$ 2,600.00	100.0%
23	Sodding	2,000	LF	\$7.00	\$ 14,000.00	2,000.00	\$ 14,000.00	-	\$ -	2,000.00	\$ 14,000.00	100.0%
24	Flushing, Pressure Testing, and Disinfection	1	LS	\$15,140.00	\$ 15,140.00	1.00	\$ 15,140.00	-	\$ -	1.00	\$ 15,140.00	100.0%
25	Emergency Generator for Oxford Street Lift Station	1	LS	\$105,000.00	\$ 105,000.00	0.98	\$ 102,900.00	0.02	\$ 2,100.00	1.00	\$ 105,000.00	100.0%
26	Demobilization and Closeout	1	LS	\$20,000.00	\$ 20,000.00	0.90	\$ 18,000.00	0.10	\$ 2,000.00	1.00	\$ 20,000.00	100.0%
SUMMARY OF CONTRACT ITEMS							\$ 675,770.00		\$ 4,100.00		\$ 679,870.00	101.6%
CHANGE ORDERS:												
CO #1	Davis Beacon Changes no contract dollar value change	1.000	LS	0.00	\$ -	1.00	\$ -	-	\$ -	1.00	\$ -	100.0%
CO #2	Material Price Increase	1.000	LS	22,981.03	\$ 22,981.03	1.00	\$ 22,981.03	-	\$ -	1.00	\$ 22,981.03	100.0%
CO #3	Bore for Watermain	1.000	LS	15,088.39	\$ 15,088.39	1.00	\$ 15,088.39	-	\$ -	1.00	\$ 15,088.39	100.0%
CO #4	60 Days added to the contract	1.000	LS	0.00	\$ -	1.00	\$ -	-	\$ -	1.00	\$ -	100.0%
CO #5	GPR and 60 days added	1.000	ls	1,600.00	\$ 1,600.00	1.00	\$ 1,600.00	-	\$ -	1.00	\$ 1,600.00	100.0%
SUMMARY OF ALL CHANGE ORDERS							\$ 39,669.42		\$ -		\$ 39,669.42	100.0%
REVISED CONTRACT TOTAL CROSSINGS							\$ 715,439.42		\$ 4,100.00		\$ 719,539.42	101.5%