

**SNEADS TOWN COUNCIL
REGULAR MEETING
JULY 9, 2024**

The Town Council of the Town of Sneads, Florida, met in a regular session at the Sneads Town Hall on Tuesday, July 9, 2024, at 6:00 p.m.

Mike Weeks called the meeting to order with the following present:

Mike Weeks, Tony Money,
Kay Neel and Timmy Perry, Council Members
Daniel Cox, Attorney
Bill Rentz, Town Manager
Tyler Weeks, Police Chief
Sherri Griffin, City Clerk
Danielle Guy, Deputy Clerk

And the following were absent:

Angie Locke, Council member

All stood for the Pledge of Allegiance.

Tony Money made a motion to approve the Consent Agenda as presented. Timmy Perry seconded. All voted aye.

1. Minutes for **June** 2024
2. Financial Statements and Budget Review Summary
3. Pay Approved Bills

Clerk Sherri Griffin informed Council that we were going to be working in the budget and need to turn into the State the tentative ad valorem taxes. She stated that the current rate is 3.5883 and suggested going up at least half a millage to 4.0883. Tony Money made a motion to go up to 4.0883 of the millage rate. Timmy Perry seconded. All voted aye.

Agenda #4, Grimsley & Associates Audit. Chris Johnson presented the Town's financial audit for FY 2022-2023, with no findings. He stated that the Town staff does a wonderful job and is one of the only Towns he audits without such. He pointed out a few items within the audit, one being the water and sewer rates. He stated that they need to be increased. We also discussed the fact that Dale Cavin, our consultant to the auditor, is retiring and we will need to find a replacement. He explained that there are certain things that unless you have a CPA on staff you must have a consultant help you with, because as the auditor they aren't allowed to do. All agreed to go out for a contract for a new consultant.

Agenda #5, JC Economic Development Council. Darwin Gilmore, Director, came before the Council to introduce himself and state that he wanted to be involved in bringing companies and employment to the area. He said he had some ideas, but if anyone had any he would love to hear them.

Agenda #6, Meeting Change. The regular council meeting scheduled for August needs to have the location changed to the Log Cabin, due to early voting taking place in the council room. All agreed.

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Agenda #7, Proclamation. Mary Baker with the American Heroes Motorcycles Association FL-1, presented a Proclamation for National Night Out. (See Attached) Tony Money made a motion to approve the Proclamation declaring August 6th as National Night Out in Sneads. Timmy Perry seconded. All voted aye.

Agenda #8, **Ordinance #2024-04**, entitled;

AN ORDINANCE OF THE TOWN OF SNEADS FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF SNEADS TO ESTABLISH PROCEDURES FOR THE ENFORCEMENT OF THE TOWN'S CODE OF ORDINANCES; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

was presented and read, pending publication.

Agenda # 9, Sneads Recreation Board. Wendi Lewis stated that the recreation department just finished the state tournament, with no wins, but was fun. Soccer season is the next sport and signups will be starting soon.

Agenda #10, Town Manager Report as follows: (See attached). Mr Rentz stated he had a meeting with a Waste Pro, and they stated to have a plan in place to get back on track with pickups. He also has a meeting with the Dodson family on Friday to discuss a plan for the park.

Agenda #11, Attorney Cox. He stated that he and Mr Rentz needed to plan to have a meeting with the State of Floodplain Management.

Agenda #12, Police & Fire. Chief Weeks presented the department's monthly activity report. (See attached) Russell McAlpin stated that the fire department had put in for a grant for five sets of new bunker gear.

Agenda #13, Council Members. Kay Neel stated she wanted us to get a head start on the Christmas Parade and Events this year. Also to look into doing a benefit for the fire department.

Mike weeks had several things he wanted Mr Rentz to look into;

- Water Contract Services for ACI
- ACI annex
- Boat Dock Grant Design
- Seminole Lodge Property
- Animal Control- doing away with it
- Trees being trimmed/ cut along roads and above
- Asphalt/ patching roads- Church St especially

Agenda #14, Public Comments:

Jody Dodson

Daryl Goodwin

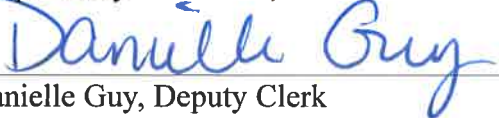
Ron Mansfield

Brandon McIntyre

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Timmy Perry made a motion to adjourn at 7:54 pm.

Respectfully Submitted,



Danielle Guy, Deputy Clerk

APPROVED:

MIKE WEEKS, COUNCIL PRESIDENT

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Budget Summary

GENERAL FUND

JUNE- Revenues are 7.77% **below** budgeted amount. Expenditures are 6.63% **above** budgeted amount.

GAS TAX

JUNE- Gas Tax County is 17.83% **above** budgeted amount. Local Option Gas Tax is 3.57% **below** budgeted amount. Expenditures are 10.57% **below** budgeted amount.

SOLID WASTE

JUNE – Garbage revenues are 1.83% **above** budgeted amount. Expenditures are 10.07% **below** budgeted amount.

WATER AND SEWER

JUNE– ACI sewer is 3.47% **below** budgeted amount. Water sales are 3.17% **below** budgeted amount. Sewer sales are 18.07% **below** budgeted amount. Expenditures 4.43% **above** budgeted amount.

RECREATION FUND

JUNE- Signup Fees are **above** budgeted amount. Expenditures are **above** budgeted amount.

Proclamation



National Night Out 6 AUGUST 2024

Whereas, the National Association of Town Watch (NATW) sponsors a national community-building campaign entitled "National Night Out;" and

Whereas, the National Night Out campaign provides an opportunity for neighbors in your town to join over 38 million neighbors across 18 thousand communities from all 50 states, U.S. territories and military bases worldwide; and

Whereas, National Night Out is an annual community-building campaign that promotes strong police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live and work; and

Whereas, neighbors in your town assist the local law enforcement agency through joint community-building efforts and support National Night Out 2024; and

Whereas, it is essential that all neighbors of our town come together with police and work together to build a safer, more caring community.

NOW, THEREFORE, *We, the Sneads Town Council, of Sneads Florida, do hereby proclaim Tuesday, August 6, 2024, as "National Night Out" in our town. We recognize NNO and call upon all neighbors and citizens of Sneads to join the Town Council, American Heroes Motorcycle Association FL1 (AHMAFL1), First Ladies of Sneads and National Association of Town Watch, in support for National Night Out. We encourage all citizens to come out for a night of fellowship.*

Presented *this 9th day of July 2024.*

Mike Weeks, Council President

AN ORDINANCE OF THE TOWN OF SNEADS FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF SNEADS TO ESTABLISH PROCEDURES FOR THE ENFORCEMENT OF THE TOWN'S CODE OF ORDINANCES; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

CODE ENFORCEMENT¹

ARTICLE I. IN GENERAL

Sec. 18-1. Civil infractions.

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

Code enforcement officer means any designated employee or agent of the Town whose duty is to enforce codes and ordinances enacted by the Town. Employees or agents who are designated as code enforcement officers include, but are not limited to, the Town Manager, code inspectors, law enforcement officers, animal control officers, or fire safety inspectors. Designation as a code enforcement officer does not provide the code enforcement officer with the power of arrest or subject the code enforcement officer to the provision of F.S. §§ 943.085 through 943.255. Nothing in this section amends, alters, or contravenes the provisions of any state-administered retirement system or any state-supported retirement system established by general law.

Town means the incorporated areas of the Town, or areas under the administration of the Town.

Law enforcement officer means any person who is elected, appointed or employed full time by any municipality or the State or any political subdivision thereof; who is vested with authority to bear arms and make arrests; and whose primary responsibility is the prevention and detection of crime or the enforcement of the penal, criminal, traffic or highway laws of the State.

Repeat violation means a violation of a provision of a code or ordinance by a person previously found to have violated the same provision within five years prior to the current violation by the Town's Code Enforcement Board or the Town Court.

- (b) *Authority to issue citations.* Any law enforcement officer and/or code enforcement officer is hereby empowered to issue citations to any person when, based upon personal investigation, the Officer has reasonable cause to believe that the person has committed a violation of a duly enacted Town Code or ordinance.
- (c) *Ordinances enforced and penalties assessed.* All Town Codes and/or ordinances are enforced by this section by citation to the appropriate Town Court of the Town, except when prohibited by law or statute. Violations of codes and ordinances shall carry a fine as provided from time to time by resolution of the Board.
- (d) *Issuance of a citation.*
- (1) A code enforcement officer or law enforcement officer is authorized to issue a citation to a person when, based upon personal investigation, the Officer has reasonable cause to believe that the person

¹State law reference(s)—Code enforcement, F.S. Ch. 162.

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- (1) A code enforcement officer or law enforcement officer is authorized to issue a citation to a person when, based upon personal investigation, the Officer has reasonable cause to believe that the person has committed a civil infraction in violation of a duly enacted the Town Code or ordinance and that the County Court will hear the charge.
 - (2) Prior to issuing a citation, a code enforcement officer or law enforcement officer shall provide notice to the person that the person has committed a violation of a code or ordinance and shall establish a reasonable time period within which the person must correct the violation. Such time period shall be no more than 30 days. If, upon personal investigation, a code enforcement officer or law enforcement officer finds that the person has not corrected the violation within the time period, a code enforcement officer may issue a citation to the person who has committed the violation. A code enforcement officer or law enforcement officer does not have to provide the person with a reasonable time period to correct the violation prior to issuing a citation and may immediately issue a citation if the code enforcement officer or law enforcement officer has reason to believe that the violation presents a serious threat to the public health, safety or welfare, or if the violation is irreparable or irreversible.
 - (3) A code enforcement officer or law enforcement officer shall issue a citation in a form prescribed by the Town, and it shall contain:
 - a. The date and time of issuance.
 - b. The name and address of the person to whom the citation is issued.
 - c. The date and time the civil infraction was committed.
 - d. The facts constituting reasonable cause.
 - e. The number or section of the code or ordinance violated.
 - f. The name and authority of the code enforcement officer or law enforcement officer.
 - g. The procedure for the person to follow in order to pay the civil penalty or to contest the citation.
 - h. The applicable civil penalty if the person elects to contest the citation.
 - i. The applicable civil penalty if the person elects not to contest the citation.
 - j. A conspicuous statement that if the person fails to pay the civil penalty within the time allowed, or fails to appear in court to contest the citation, the person shall be deemed to have waived the right to contest the citation and that, in such case, judgment may be entered against the person for an amount up to the maximum civil penalty.
 - (4) After issuing a citation to an alleged violator, a code enforcement officer shall deposit the original citation and one copy of the citation with the Town Clerk.
 - (5) The Town may enforce codes or ordinances under the provisions of this section and shall provide:
 - a. That a violation of a code or ordinance is a civil infraction.
 - b. A maximum civil penalty not to exceed \$500.00.
 - c. A civil penalty of less than the maximum civil penalty may be imposed if the person who has committed the civil infraction does not contest the citation.
 - d. For the issuance of a citation by a code enforcement officer who has reasonable cause to believe that a person has committed an act in violation of a code or an ordinance.
 - e. For the contesting of a citation in Town Court.
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- f. Such procedures and provisions are necessary to provide for the enforcement of codes and ordinances.
 - (6) Any person who willfully refuses to sign and accept a citation issued by a code enforcement officer shall be guilty of a misdemeanor of the second degree, punishable as provided in F.S. § 775.082 or 775.083.
 - (7) The provisions of this section shall not apply to the enforcement pursuant to Sections 553.79 and 553.80 of the State Building Code adopted pursuant to Section 553.73 of the Building Code as applied to construction, provided that a building permit is either not required or has been issued by the Town.
 - (8) The provisions of this section are additional and supplemental means of enforcing all Town codes or ordinances, including, but not limited to, violations, Health and Sanitation, and may be used for the enforcement of any code or ordinance, or for the enforcement of all codes and ordinances by any other means, notwithstanding the existence of specific enforcement or penalty provisions found elsewhere in the Code or ordinance. Where the code enforcement officer or law enforcement officer determines to utilize the provisions of this chapter for the enforcement of any Town code or ordinance, the provisions of this section, including procedure and applicable penalties, shall apply.

State law reference(s)—Authority for above section, F.S. § 162.21.

Secs. 18-2—18-20. Reserved.

ARTICLE II. CODES ENFORCEMENT JURISDICTION

Sec. 18-21. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Code enforcement officer means authorized agents or employees of the Town whose duty is to enforce and assure compliance with the codes and ordinances of the Town.

(Code 1996, § 29-2; Ord. No. 2019-09, § 3, 11-12-2019)

Sec. 18-22. Territory.

Incorporated territory within the legal boundaries of the Town shall be embraced by the provisions of this article, unless otherwise specified herein.

(Code 1996, § 29-3; Ord. No. 2019-09, § 4, 11-12-2019)

Sec. 18-23. Jurisdiction.

(a) The terms and provisions of this section shall apply to all real property lying within the incorporated areas of the Town. Civil infractions of applicable codes and/or ordinances as determined by the Town Council, may be enforced by citation to the appropriate Town Court of the Town, except where prohibited by law or statute. The code enforcement officer shall have jurisdiction to enforce violations of codes and ordinances in the Town, including, but not limited to:

- (1) Parking, Ord. No. _____.
- (2) Litter, Ord. No. _____.

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- (3) Junkyards, Ord. No. _____.
 - (4) House numbering, Ord. No. _____.
 - (5) Right-of-way control, Ord. No. _____.
 - (6) Alcoholic beverage license, Ord. No. _____.
 - (7) Off-premises signs Ord. No. _____.
 - (8) Hazardous waste, _____.
 - (9) Subdivisions, Ord. No. _____.
 - (10) Illustrative enumeration, Ord. No. _____.
 - (11) Duty of maintenance of responsible party, Ord. No. _____.
 - (12) Exterior storage of non-operating vehicles Ord. No. _____.
 - (13) Nuisances, Ord. No. _____.
 - (14) Development plan submission requirements, Ord. No. _____.
 - (15) Residential land development regulations, Ord. No. _____.
 - (16) Required permits, Ord. No. _____.
- (b) Duly enacted codes and ordinances of the Town may be pursued by citation or appropriate remedy in County Court.

Sec. 18-24. Enforcement procedure.

- (a) It shall be the duty of the code enforcement officer to issue citations and initiate enforcement proceedings of the various codes and ordinances.
- (b) Except as provided in Subsections (c) and (d) of this section, if a violation of the codes or ordinances is found, the code enforcement officer shall first notify the violator and give such person a reasonable time not to exceed 30 days to correct the violation. Should the violation continue beyond the time specified for correction, the code enforcement officer may issue a citation.
- (c) If the code enforcement officer has reason to believe a violation presents a serious threat to the public health, safety or welfare or if a repeat violation has occurred, the code enforcement officer may issue a citation immediately without first notifying the violator and giving such person time to correct the violation.
- (d) In addition to the enforcement procedures set forth herein, the "supplemental Town or municipal code or ordinance enforcement procedures" set forth in F.S. Ch. 162, Pt. II
- (e) A citation shall be filed with the Clerk of Court within 72 hours of issuance, excluding Saturdays, Sundays and legal holidays. A citation not filed within the time limits prescribed in this section may be dismissed without prejudice.
- (f) A person who receives a citation is required to identify himself to the enforcement officer by giving the person's true name, address, and date of birth. Upon request of the enforcement officer, the person shall produce reasonable identification, including a driver's license or identification card.

Sec. 18-25. Response to citation.

A defendant who receives a citation shall respond to such notice within 15 days of the date of the citation if it is personally served or, if the citation is served by mail, within ten days of the date the notice was mailed. If the response is mailed, it must be postmarked no later than midnight of the day the response is due.

Sec. 18-26. Penalties.

- (a) Unless otherwise specified within, violations of any duly enacted code or ordinance of the Town, the Town Council hereby establishes the following civil penalty citation schedules which will apply if the person cited elects not to contest a citation and the civil penalties which will apply if such person elects to contest a citation.
 - (1) For those persons not contesting a citation:
 - a. First citation: \$50.00.
 - b. Second citation: \$75.00.
 - c. Third citation: \$100.00.
 - d. Fourth and all additional citations: \$300.00.
 - e. Serious or irreversible threat citation: \$500.00.
 - (2) For those persons contesting a citation and found in violation:
 - a. First citation: \$100.00.
 - b. Second citation: \$150.00.
 - c. Third citation: \$200.00.
 - d. Fourth and all additional citations: \$500.00.
 - e. Serious or irreversible threat citation: \$500.00.
- (b) Violations that are irreparable, irreversible or transient will be cited on the first violation and will be without notice.
- (c) After issuing a citation to an alleged violator, a code enforcement officer shall deposit the original citation and one copy of the citation with the Town Court within five business days.
- (d) Once a code enforcement officer issues a citation, no code enforcement officer shall have the authority to void a citation but must deposit the citation with the County Court as provided in this section.
- (e) In addition to the imposition of a civil penalty, a court may order a person found to have committed a civil infraction to make restitution, including any costs or expenses incurred by the Town in abating or eliminating a public nuisance.
- (f) Whenever a monetary penalty is imposed by the Court, it is immediately due and payable. If the person is unable to pay at that time, the Court may grant an extension of the period in which the penalty may be paid. If the penalty is not paid on or before the time established for payment, the Town may proceed to collect the penalty in the same manner as other civil judgments and may notify the Town Attorney of the failure to pay.
- (g) The Court may impose a modification of penalty including community service if an order of court entered after receipt of a response which does not contest the determination, or after it has been established at a hearing that the civil infraction was committed, or after a hearing for the purpose of explaining mitigating circumstances is civil in nature.

Sec. 18-27. Legal counsel.

If necessary, the Town shall provide legal counsel to represent the code enforcement officer in County Court.

Sec. 18-28. Notice to appear/magistrate.

- (a) *Establishment and purpose.* It is the intent of this section to establish a special magistrate with the authority to impose administrative fines and other noncriminal penalties to promote, protect, and improve the health, safety, morals, and welfare of the Town and to provide an equitable, expeditious, effective and an inexpensive method of enforcing the Town codes and ordinances where a pending, or repeated violation exists or continues to exist. This part of this chapter has been enacted pursuant to the authority of F.S. Ch. 162, and other applicable law.
- (b) *Jurisdiction.* The Town special magistrates shall have jurisdiction to hear and decide cases in which violations are alleged of any provisions of the Town codes and ordinances except as specifically excluded herein. The jurisdiction of the special magistrates shall not be exclusive. Any alleged violation of the Town codes and ordinances may be pursued by any appropriate remedy in a court of competent jurisdiction at the option of the Town Council or administrative official whose responsibility it is to enforce the Town codes and ordinances.
- (c) *Qualifications.* Special magistrates shall be appointed by the Town Council and shall be an attorney duly licensed to practice law in the State of Florida. The Town may utilize the services of one or more special magistrates to conduct hearings concerning the Town codes and ordinances.
- (d) *Power and authority.* Special magistrates shall have the power to:
 - (1) Adopt rules for the conduct of hearings, subject to final approval of the board of Town commission;
 - (2) Subpoena (via service by the Jackson County Sheriff or other lawful process server) alleged violators and witnesses to its hearings;
 - (3) Subpoena (via service by the Jackson County Sheriff's Department or other lawful process server) evidence to its hearings;
 - (4) Administer oaths and take testimony under oath;
 - (5) Issue orders having the force of law finding a violation of the Town codes and ordinances and commanding whatever steps are necessary to bring the violation into compliance; and
 - (6) Enter orders finding compliance or noncompliance.
- (e) *Terms of appointment.* Special magistrates shall serve for terms established by the Town Council. Special magistrates shall be subject to removal, with or without cause, from their positions at any time during their term, by the Town Council. Special magistrates shall not be considered as Town employees, although they may receive compensation for their services and may be reimbursed for such travel, mileage and per diem expenses as may be authorized.
- (f) *Legal representation.* The Town attorney shall act as legal counsel to the code enforcement officer as he or she presents cases to the special magistrate or shall present the case for the code enforcement officer.
- (g) *Duties of code enforcement officer.* It shall be the duty of the code enforcement officer to initiate enforcement proceedings of the Town codes and ordinances through the special magistrate process. The special magistrate shall not have the power to initiate such enforcement proceedings. Any violations presented to the special magistrate shall be administered by the code enforcement officer.
 - (1) In the case of a first-time violation of the Town code or a Town ordinance, the code enforcement officer shall notify the violator and give him or her a reasonable time to correct the violation. For the purposes of this section, a reasonable time should be no less than 30 days unless emergency circumstances warrant a shorter timeframe. Should the violation continue beyond the time specified for correction, the code enforcement officer shall request a hearing before the special magistrate and

provide notice to the alleged violator. All notices required by this section shall be provided to the alleged violator in accordance with the provisions of F.S. § 162.12.

- (2) If a repeat violation is found, the code enforcement officer shall notify the violator, but is not required to give the violator a reasonable time to correct the violation. The code enforcement officer, upon notifying the violator of a repeat violation, shall request a hearing. The code enforcement officer shall schedule a hearing before the special magistrate and shall provide notice to the violator. The case may be presented to the special magistrate even if the repeat violation has been corrected prior to the special magistrate hearing and the notice shall so state.
 - (3) If a code enforcement officer has reason to believe a violation presents a serious threat to the public health, safety, morals, or welfare, or if the violation is irreparable or irreversible in nature, the code enforcement officer shall make a reasonable effort to notify the violator and may immediately request a hearing thereon.
 - (4) The code enforcement officer shall coordinate the calling of hearings by the special magistrate. The Town shall provide a hearing room and clerical staff as may be reasonably required by the special magistrate to conduct hearings and perform his or her duties. All hearings by the special magistrate shall be open to the public and minutes shall be kept of all hearings.
- (h) *Rules of procedure.* Rules of procedure for hearings:
- (1) All relevant evidence shall be admitted. The special magistrate may exclude irrelevant or unduly repetitious evidence.
 - (2) Each party to the hearing shall have the right to call and examine witnesses, introduce exhibits, cross-examine opposing witnesses, impeach witnesses and rebut evidence.
 - (3) The general public shall not be entitled to present evidence although members of the general public who have relevant evidence to offer may be called as witnesses by either party.
 - (4) The alleged violator has the right, at his or her own expense, to be represented by an attorney at any hearing.
 - (5) All testimony before the special magistrate shall be under oath and shall be recorded.
 - (6) The alleged violator or the Town may cause a verbatim record of the proceedings to be made.
 - (7) The burden of proof shall be with the code enforcement officer and/or Town attorney to show by the greater weight of evidence that a code violation exists and that the alleged violator committed, allowed, or was responsible for maintaining the violation.
 - (8) If notice has been provided to the violator of the public hearing pursuant to this section (which shall be as required by F.S. Ch. 162), the hearing may be conducted, and an order rendered in the absence of the alleged violator.
 - (9) At the conclusion of the hearing, the special magistrate shall issue an order setting forth findings of fact, based on evidence of record, and issue conclusions of law, and shall render relief in the order affording the proper relief consistent with powers granted in this section. A written order shall be issued within a reasonable period of time subsequent to the hearing. The order may include a notice that it must be complied with by a specified date and that a fine may be imposed if the order is not complied with by that date.
- (i) *Appeals.* An aggrieved party, including the Town, may appeal a final administrative order of the special magistrate to the circuit court. Such an appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the special magistrate. An appeal shall be filed within 30 days of the execution of the order to be appealed.
- (j) *Recording of order.*
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- (1) A certified copy of an order imposing the fine provided for herein may be recorded in the public records of Jackson Town or any other Town, and thereafter such order shall constitute a lien against the property on which the violation exists or, if the violator does not own the land involved in the violation, upon any other real or personal property owned by the violator and may be enforced in the same manner as a court judgment by the sheriffs of this state including levy against personal property, but shall not be deemed otherwise to be a judgment of a court except for enforcement purposes.
 - (2) Upon petition to the circuit court, such order may be enforced in the same manner as a court judgment by the sheriffs of the state, including levy against the personal property, but such order shall not be deemed to be a court judgment except for enforcement purposes. A fine imposed pursuant to this section shall continue to accrue until the violator comes into compliance or until judgment is rendered in a suit to foreclose on a lien filed pursuant to this section, whichever occurs first. After three months from the filing of any such lien which remains unpaid, the Town Council may authorize the Town attorney to foreclose on the lien.
 - (3) When an order is recorded in the public records pursuant to this section and the order is complied with by the dates specified in the order, the special magistrate shall issue an order acknowledging compliance that shall be recorded in the public records.
- (k) *Fines and penalties.*
- (1) A fine imposed pursuant to this section shall not exceed \$250.00 per day per violation for a first violation and shall not exceed \$500.00 per day per violation for a repeat violation. In formulating the provisions of the order, the special magistrate should be consistent in the imposition of fines, paying special attention to the gravity of the violation, any actions and the timeliness of actions taken by a violator to correct the violation and any previous violations committed by the violator. The special magistrate shall include in the order establishing a fine that the violator shall pay all costs of the proceedings incurred by the Town.
 - (2) The fine imposed pursuant to this section by the special magistrate shall be final and may be appealed only to the circuit court in accordance with the controlling provisions of law.
 - (3) The special magistrate may reconsider a case and may reduce the amount of a fine imposed pursuant to this section.
 - (4) A certified copy of an order imposing a fine, and any costs, may be recorded in the public records of Jackson Town. An order so recorded shall constitute a lien against the land on which the violation occurred and upon any other real or personal property owned by the violator in the Town.
 - (5) Upon petition to the circuit court, such order may be enforced in the same manner as a court judgment by the sheriffs of this state, including levy against the personal property, but such order shall not be deemed to be a court judgment except for enforcement purposes.
 - (6) A fine imposed pursuant to this part shall continue to accrue until the violator comes into compliance, or until judgment is rendered in a suit to foreclose a lien filed pursuant to this section, whichever occurs first. A lien arising from a fine imposed pursuant to this section runs in favor of the Town. After three months from the filing of any such lien which remains unpaid, the Town attorney may bring an action to foreclose the lien. No lien created pursuant to the provisions of this section may be foreclosed on real property which is a homestead under Fla. Const. art. X, § 4.
- (l) *Assessment for lot maintenance and clean-up.*
- (1) *Establishment of special assessment district.* Jackson Town in its entirety, as its Town boundaries exist on the date of enactment of this article and as they may be expanded or contracted from time to time, is hereby declared a special-assessment district for the purposes of abating and remedying violations of this section. Individual properties within the Town's boundaries, as they may exist from time to time, may be assessed for the costs incurred by the Town in abating and remedying violations of this section.
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- (2) *Levy of non-ad valorem assessments.* There is hereby levied, and the Town commissioners are authorized to levy from time to time, a non-ad valorem assessment against each and every property in the Town (i) on which there occurs or has occurred a violation of this article, (ii) where the Town undertakes or has undertaken action pursuant to this section to abate and/or remedy the violation and, thereby, incurs or has incurred costs, and (iii) where the property owner of the property fails or refuses or has failed or refused, for whatever reason, to pay timely the amount owed to the Town under this ordinance for the costs incurred by the Town in carrying out such abatement and remedy.
 - (3) *Collection of non-ad valorem assessments.* The Town commissioners elects to use the uniform method to impose and collect non-ad valorem assessments against properties on which violations of this article occur or have occurred. The non-ad valorem assessments collected pursuant to this section will be included in the combined notice for ad-valorem taxes and non-ad valorem assessments as provided in F.S. § 197.3635. Non-ad valorem assessments collected pursuant to this section are subject to all collection provisions in F.S. § 197.3632, including provisions relating to discount for early payment, prepayment by installment method, deferred payment, penalty for delinquent payment, and issuance and sale of tax certificates and tax deeds for nonpayment.
 - (4) *Annual non-ad valorem assessment roll.* Each year, the Town commissioners will approve a non-ad valorem assessment roll at a public hearing between January 1 and September 25. The non-ad valorem assessment roll will be comprised of properties that have had levies against them for non-ad valorem assessments under this section and such assessments that have not otherwise been paid in full prior to approval of the roll.
 - (5) The Town clerk is authorized and directed each year (i) to prepare the notice that must be provided as required by F.S. § 197.3632(4)(b), and (ii) to prepare and publish the newspaper notice required by F.S. § 197.3632(4)(b).
 - (6) The notice to be sent by first-class mail will be sent to each person owning property that will be on the non-ad valorem assessment roll and will include the following:
 - a. The purpose of the assessment;
 - b. The total amount to be levied against the parcel, which includes the actual cost incurred by the Town;
 - c. A statement that failure to pay the assessment will cause a tax certificate to be issued against the property, which may result in a loss of title;
 - d. A statement that all affected property owners have a right to appear at the hearing and to file written objections with the local governing board within 20 days of the notice; and
 - e. The date, time, and place of the hearing.
 - (7) Upon its approval by Town commissioners, the non-ad valorem assessment roll will be certified to the tax collector as required by law.



Town of Sneads

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Sneads, Florida 32460

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July 2024 Managers Notes

Met with JCTDC 7/8/24, was able to secure \$5,000 for the August boat races. With an initial award of \$2,500 gives a total of \$7,500 toward expenses. All contracts are completed with Corp of Engineers, ambulance service, portable restrooms and boat weighing truck.

Received \$674,633 grant from the state for fire truck with no money needed from the town. Virtual meeting with person handling the grant and the fire dept. representatives tomorrow.

Received \$49,500 grant for log cabin for engineering. Have applied for an additional grant for construction.

Design for force main for Lift station 2-- 70% completed. Should begin construction by the end of the year.

City wide road and drainage projects out for bid. Recommendation of award possible at August meeting.

Renovations at G'Leah could start any day. Contractor getting final permits.

Storm water improvements-design 45% complete. Bids for demolition of 8177 Old Spanish Trail to be released in 2 weeks.

Lift station #4...everything seems ready for construction to begin. I asked Hunter Potts to contact the contractor to check on the reason for the delay.

Waiting to hear from Apalachee Regional Planning Council. Left message regarding \$81,000 grant for replacing well head at the main water well and replacing outdated electric panel. The initial time frame given was early fall 2024.

Applied for a grant for completion of helicopter pad including fencing, lighting, windsock, etc. Time frame for grant award is this fall.

Completed and submitted a grant application for the police department.

Sent out several nuisance ordinance violations and had some positive results.

June 2024

Arrests – 8

Traffic stops – 44

Suspicious incidents – 9

Suspicious Persons – 3

Suspicious vehicles - 3

Animal complaints – 9

Traffic Crash – 4

Juvenile – 0

Baker Act – 1

Assist other Agency – 3

Trespass issued - 0