



JOHNSON COUNTY COMMISSIONERS COURT

Christopher Boedeker
County Judge

Rick Bailey
Commissioner
Precinct 1

Kenny Howell
Commissioner
Precinct 2

Mike White
Commissioner
Precinct 3

Larry Woolley
Commissioner
Precinct 4

THE STATE OF TEXAS

COUNTY OF JOHNSON

§
§
§

ORDER 2025-24

ORDER APPROVING PLAT

WHEREAS, Chapter 232 of the Texas Local Government Code requires the owner of a tract of land located outside the limits of a municipality to have a plat of the subdivision prepared if the owner divides the tract of land into two or more parts to lay out: (1) a subdivision of the tract, including an addition; (2) lots; or (3) streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks or other parts; and


WHEREAS, an application for a plat of a subdivision has been presented to the Public Works Department of Johnson County; and

WHEREAS, the application for the plat of the subdivision meets the requirements of Chapter 232 of the Texas Local Government Code and the requirements of the Subdivision Rules and Regulations of Johnson County, Texas as currently amended.

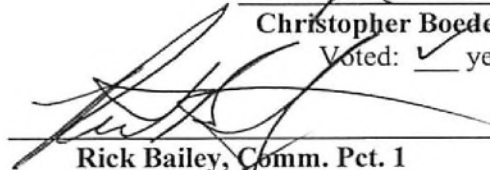
NOW THEREFORE BE IT ORDERED:

The Commissioners Court of Johnson County, Texas does hereby enter this Order approving the Plat of **Hillman Addition**, Lots 1 & 2, Block 1, in Precinct 4 for filing purposes only and clarifying that the filing of the plat which dedicates roads and streets to the public **does not** make those roads and streets county roads subject to county maintenance.

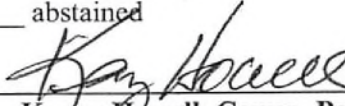
WITNESS OUR HAND THIS, THE 24TH DAY OF MARCH 2025.


Christopher Boedeker, Johnson County Judge

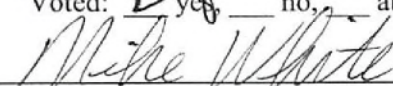
Voted: ☒ yes, ☐ no, ☐ abstained


Rick Bailey, Comm. Pct. 1

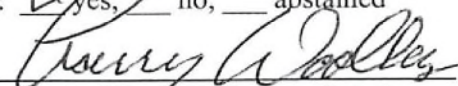
Voted: ☒ yes, ☐ no, ☐ abstained


Kenny Howell, Comm. Pct. 2

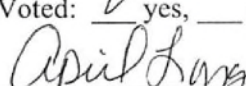
Voted: ☒ yes, ☐ no, ☐ abstained

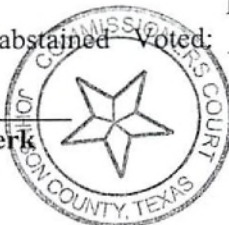

Mike White, Comm. Pct. 3

Voted: ☒ yes, ☐ no, ☐ abstained


Larry Woolley, Comm. Pct. 4

Voted: ☒ yes, ☐ no, ☐ abstained


ATTEST: April Long, County Clerk



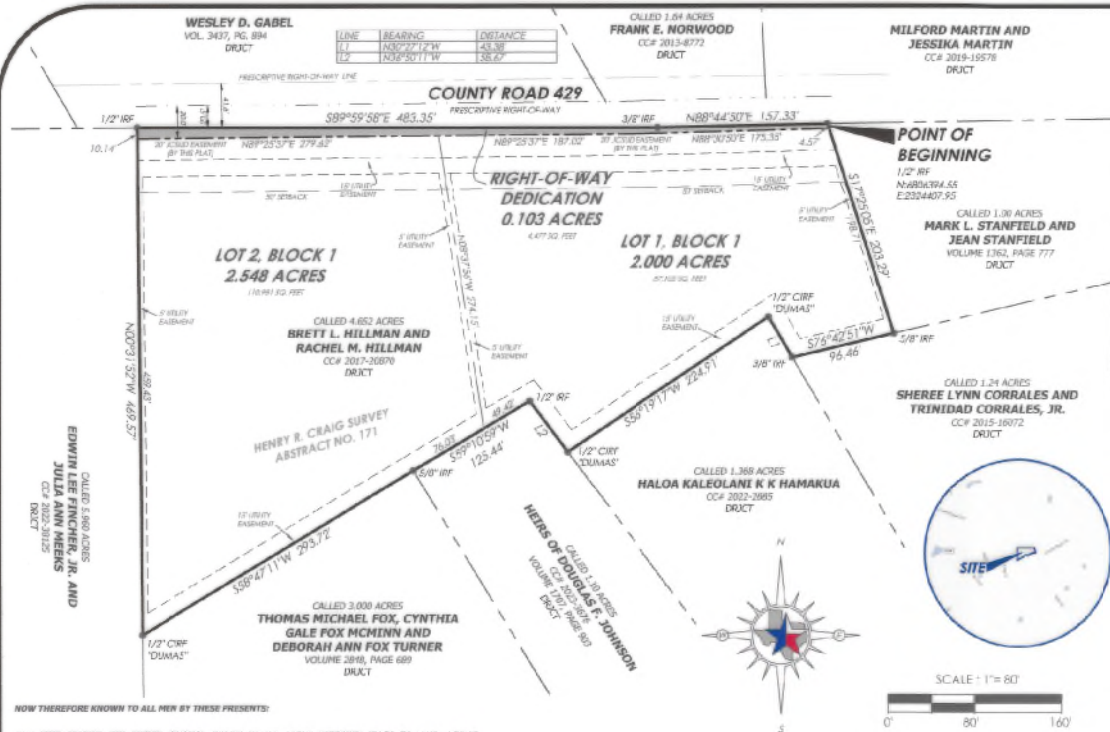
Filed For Record

10:56 AM

MAR 25 2025

April Long
County Clerk, Johnson County Texas

BY  DEPUTY



NOT THEREFORE KNOWN TO ALL MEN BY THESE PRESENTS:

THAT BRETT HILLMAN AND RACHEL HILLMAN, OWNER OF THE ABOVE DESCRIBED TRACT OF LAND, ACTING BY AND THROUGH THE UNDERSIGNED, DOES HEREBY ADOPT THIS PLAN DESIGNATING THE HEREIN DESCRIBED PROPERTY AS LOTS 1 AND 2, BLOCK 1, HILLMAN ADDITION, AN ADDITION TO JOHNSON COUNTY, TEXAS, AND HEREBY DEDICATE TO THE PUBLIC USE, WITHOUT RESERVATION, THE STREETS, PASSEWAYS, RIGHT-OF-WAY, AND ANY OTHER PUBLIC AREAS SHOWN HEREON, UNLESS OTHERWISE DESIGNATED ON THIS PLAN.

WITNESS MY HAND, THIS 7 DAY OF March, 2025

Brett Hillman
STATE OF TEXAS
COUNTY OF Johnson

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF Texas, ON THIS DAY PERSONALLY APPEARED Brett Hillman, whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 7 DAY OF March, 2025

Notary Public
Marshall Miller

MY COMMISSION EXPIRES:

Rachel M Hillman
STATE OF TEXAS
COUNTY OF Johnson

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF Texas, ON THIS DAY PERSONALLY APPEARED Rachel Hillman, whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 7 DAY OF March, 2025

Notary Public
Marshall Miller

MY COMMISSION EXPIRES:

Brett Hillman
STATE OF TEXAS
COUNTY OF Johnson

LEGEND
DRAFT = DRAFT RECORDS, JOHNSON COUNTY, TEXAS
PLAN = PLAN RECORDS, JOHNSON COUNTY, TEXAS
CCL = COUNTY CLERK'S INSTRUMENT NUMBER
BIF = BORN ROAD FOUND
CRS = 6" CAPPED IRON ROD SET STAMPED "LONESTAR 871 882"

SURVEYOR'S CERTIFICATION

I, MARSHALL W. MILLER, DO HEREBY CERTIFY THAT I PREPARED THIS PLAN FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND AND THAT THE CORNER MONUMENTS SHOWN THEREON WERE PROPERLY PLACED, UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF JOHNSON COUNTY, TEXAS.

EXECUTED THIS 7th DAY OF MARCH, 2025.

Marshall Miller
MARSHALL W. MILLER
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NO. 4882

NOTICE OF DEVELOPMENT/PROPERTY OWNER

THE APPROVAL AND PLUNG OF THIS PLAN BY JOHNSON COUNTY DOES NOT RELIEVE THE DEVELOPER OF THE PROPERTY OR OWNER OF THE PROPERTY OF ANY DUTY TO COMPLY WITH ALL LOCAL, STATE OR FEDERAL LAWS OF THE JURISDICTIONS IN WHICH THE PROPERTY IS LOCATED.

THE APPROVAL AND PLUNG OF THIS PLAN BY JOHNSON COUNTY DOES NOT RELIEVE THE DEVELOPER OF THE PROPERTY OR OWNER OF THE PROPERTY OF ANY DUTY TO COMPLY WITH ALL LOCAL, STATE OR FEDERAL LAWS OF THE JURISDICTIONS IN WHICH THE PROPERTY IS LOCATED.

JOHNSON COUNTY MAKES NO REPRESENTATION THAT THE CORNER STREETS, PASSEWAYS, DRAINAGE CHANNELS OR OTHER DRAINAGE STRUCTURES, SERVICES, OR FEATURES PORTRAYED HEREON ARE ACTUALLY EXISTING ON THE PROPERTY PORTRAYED BY THE PLAN, NOR DOES IT VIOLATE THE STATUTES OR COMMON LAW OF AN INCORPORATED CITY, JOHNSON COUNTY, THE STATE OF TEXAS OR THE UNITED STATES.

JOHNSON COUNTY IS RELYING UPON THE SURVEYOR WHOSE NAME IS AFFIXED HEREON TO MAKE CERTAIN AND TRUTHFUL REPRESENTATIONS UPON WHICH JOHNSON COUNTY CAN MAKE DETERMINATIONS REGARDING THE APPROVAL OR DISAPPROVAL OF THIS PLAN.

PLUNG A PLAN
IT IS A CRIMINAL OFFENSE PUNISHABLE BY A FINE OF UP TO \$100,000 OR IMPRISONMENT IN THE COUNTY JAIL FOR UP TO 90 DAYS OR BY BOTH FINE AND IMPRISONMENT FOR A PERSON WHO SUBDIVIDES REAL PROPERTY TO USE THE SUBDIVISIONS IN A MANNER THAT VIOLATES THE CONVEYANCE, A CONTRACT FOR A DEED, OR A CONTRACT OF SALE OR OTHER EXECUTION CONTRACT TO CONVEY THAT IS DELIVERED TO A PURCHASER UNLESS THE PLAN OR REPLAT OF THE SUBDIVISION IS APPROVED AND IS FILED FOR RECORDS WITH THE JOHNSON COUNTY CLERK. HOWEVER, THIS DESCRIPTION MAY BE USED IF THE CONVEYANCE IS EXPRESSLY CONTINGENT ON APPROVAL AND RECORDS OF THE PLAN, PLAT, AND THE PURCHASER IS NOT GIVEN USE OF OCCUPANCY OF THE REAL PROPERTY CONVEYED BEFORE THE RECORDING OF THE PLAN.

A PURCHASER MAY NOT USE OR OCCUPY PROPERTY DESCRIBED IN A PLAN OR REPLAT OF A SUBDIVISION UNTIL SUCH TIME AS THE PLAN IS FILED FOR RECORD WITH THE COUNTY CLERK'S OFFICE OF THE JOHNSON COUNTY CLERK.

PLUNG A PLAN IS NOT ACCEPTANCE OF BONDS FOR COUNTY MAINTENANCE
THE APPROVAL AND PLUNG OF A PLAN WHICH DEDICATES ROADS AND STREETS DOES NOT MAKE THE ROAD AND STREETS COUNTY MAINTENANCE, NO ROAD, STREET OR PASSEWAY, 30" ASIDE IN THIS PLAN SHALL BE MAINTAINED BY JOHNSON COUNTY, TEXAS IN THE ABSENCE OF AN EXPRESS ORDER OF THE COMMISSIONER COURT ORDERED OF RECORD IN THE MINUTES OF THE COMMISSIONERS COURT OF JOHNSON COUNTY, TEXAS SPECIFICALLY DESIGNATING ANY SUCH ROAD, STREET OR PASSEWAY AND SPECIFICALLY ACCEPTING SUCH ROAD, STREET OR PASSEWAY FOR COUNTY MAINTENANCE.

FLOOD STATEMENT

ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR JOHNSON COUNTY, TEXAS AND INCORPORATED AREAS, COMMUNITY PANEL NO. 4801000A, EFFECTIVE DATE DECEMBER 4, 2010, THE PROPERTY IS LOCATED IN ZONE "X" (AREAS DETERMINED TO BE OUTSIDE OF THE 100-YEAR FLOOD PLAIN).

THE ABOVE REFERENCED FEMA FLOOD INSURANCE RATE MAP IS FOR USE IN ADMINISTERING THE "FIRM" IT DOES NOT NECESSARILY SHOW ALL AREAS SUBJECT TO FLOODING, PARTICULARLY FROM LOCAL SOURCES OF SMALL SIZE, WHICH COULD BE FLOODING BY SEVERAL CONCENTRATED RAINFALL COUPLED WITH INADEQUATE LOCAL DRAINAGE SYSTEMS. THERE MAY BE OTHER STREAMS, CREEKS, LOW AREAS, DRAINAGE SYSTEMS, OR OTHER SURFACES OR SUBSURFACE CONDITIONS EXISTING ON OR NEAR THE SUBJECT PROPERTY WHICH ARE NOT SHOWN OR ADDRESSED AS PART OF THE "FIRM".

REGARDING THE FLOW OF WATER OR CONSTRUCTING IMPROVEMENTS IN THE DRAINAGE ESTIMATES, AND PLUNG OR OBSTRUCTION OF THE FLOODPLAIN IS PROHIBITED.

THE FLOODING OF DRAINAGE CHANNELS TRAVELING ALONG OR ACROSS THE ADDITION WILL REMAIN AS OTHER CHANNELS AND WILL BE MAINTAINED BY THE INDIVIDUAL OWNERS OF THE LOT OR LOTS THAT ARE TRAVELING BY OR ADJACENT TO DRAINAGE CHANNELS ALONG OR ACROSS SAID LOTS.

JOHNSON COUNTY WILL NOT BE RESPONSIBLE FOR ANY DAMAGE, PERSONAL INJURY, LOSS OF LIFE, OR PROPERTY OCCURRED BY FLOODING OR FLOOD CONTROL.

JOHNSON COUNTY HAS THE RIGHT BUT NOT A DUTY TO ENTER ONTO PROPERTY AND CLEAR ANY OBSTRUCTION INCLUDING BUT NOT LIMITED TO TREES, PLANTS, DIRT, OR BUILDINGS WHICH OBSTRUCT THE FLOW OF WATER THROUGH DRAINAGE ESTIMATES.

NOTES

1. THE BASE OF BEARING IS THE TEXAS COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983, NORTH CENTRAL ZONE, 4802.
2. EASEMENTS AND BUILDING SETBACKS:
15' FROM LOT LINE IN FRONT AND BACK
5' FROM SIDE LOT LINE ON THE SIDES
10' FROM SIDE LOT LINE PER DEVELOPER
3. THIS SUBDIVISION OR ANY PART THEREOF IS LOCATED WITHIN THE CITY OF CLUBBIE.
4. THE DESIGNATION OF THE PROPOSED USAGE OF THE AREA SHOWN ON PLAT IS FOR SINGLE-FAMILY RESIDENTIAL.
5. THE DEVELOPER SHALL COMPLETE ALL ROADS AND DRAINAGE FACILITIES IN A SUBDIVISION WITHIN TWELVE (12) MONTHS AFTER THE DATE OF FINAL PLAT APPROVAL.
6. UTILITY PROVIDERS:
WATERS: JOHNSON COUNTY (SULPHUR-188-228)
SEWER: WATERS: JOHNSON COUNTY (SULPHUR-188-228)
SEWER: PRIVATE INDIVIDUAL SEPTIC SYSTEMS

NOTES
THE PROPERTY DEVELOPER SUBMITTING THIS PLAN TO JOHNSON COUNTY FOR APPROVAL AND THE OWNER OF THE PROPERTY THE SUBJECT OF THIS PLAN DO HEREBY AGREE JOINTLY AND SEVERALLY TO MAINTAIN AND HOLD HARMLESS JOHNSON COUNTY AND THE COMMISSIONERS, OFFICIALS AND EMPLOYEES OF JOHNSON COUNTY FROM ANY AND ALL CLAIMS OF DAMAGES, LOSSES, FEES, AND COSTS, INCLUDING REASONABLE ATTORNEY'S FEES, INCURRED BY JOHNSON COUNTY AS A RESULT OF THIS PLAN OR CONSTRUCTION DOCUMENTS APPROVED THEREON.

OWNERS CERTIFICATE

STATE OF TEXAS
COUNTY OF JOHNSON

WHEREAS BRETT HILLMAN AND RACHEL HILLMAN, OWNERS OF A 4.650 ACRES TRACT OF LAND SITUATED IN THE HENRY R. CRAIG SURVEY, ABSTRACT NUMBER 171, JOHNSON COUNTY, TEXAS, AND BEING ALL OF A CALLED 4.650 ACRES TRACT OF LAND DESCRIBED BY DEED TO BRETT L. HILLMAN AND RACHEL M. HILLMAN, RECORDED IN COUNTY CLERK'S INSTRUMENT NUMBER 2017-2080, DEED RECORDS, JOHNSON COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY THESE AND BOUNDARIES AS FOLLOWS:

BEGINNING AT A 1/2" IRON ROD FOUND AT THE NORTHEAST CORNER OF SAID CALLED 4.650 ACRES TRACT, SAME BEING THE NORTHEAST CORNER OF A CALLED 1.00 ACRES TRACT OF LAND DESCRIBED BY DEED TO MARK L. STANFIELD AND JEAN STANFIELD, RECORDED IN VOLUME 1362, PAGE 777, DEED RECORDS, JOHNSON COUNTY, TEXAS, AND BEING ON THE APPARENT SOUTH LINE OF COUNTY ROAD 429, A PRESCRIPTION RIGHT-OF-WAY:

THENCE SOUTH 17 DEGREES 25 MINUTES 00 SECONDS EAST, ALONG THE EAST LINE OF SAID CALLED 4.650 ACRES TRACT, BEING COMMON WITH THE WEST LINE OF SAID CALLED 1.00 ACRES TRACT, A DISTANCE OF 303.9 FEET, TO A 3/8" IRON ROD FOUND AT THE SOUTHWEST CORNER OF SAID CALLED 4.650 ACRES TRACT, SAME BEING THE SOUTHWEST CORNER OF SAID CALLED 1.00 ACRES TRACT, AND BEING ON THE NORTH LINE OF A CALLED 1.24 ACRES TRACT OF LAND DESCRIBED BY DEED TO STEVE LYNN CORRALES AND TRINIDAD CORRALES, RECORDED IN COUNTY CLERK'S INSTRUMENT NUMBER 2015-1402, DEED RECORDS, JOHNSON COUNTY, TEXAS.

THENCE SOUTH 76 DEGREES 02 MINUTES 51 SECONDS WEST, DEPARTING SAID COMMON LINE AND ALONG THE SOUTH LINE OF SAID CALLED 4.650 ACRES TRACT, BEING COMMON WITH THE NORTH LINE OF SAID CALLED 1.24 ACRES TRACT, A DISTANCE OF 94.4 FEET, TO A 3/8" IRON ROD FOUND AT AN ANGLE POINT IN SAID SOUTH LINE, SAME BEING THE NORTHEAST CORNER OF SAID CALLED 1.34 ACRES TRACT, AND BEING ON THE EAST LINE OF A CALLED 1.04 ACRES TRACT OF LAND DESCRIBED BY DEED TO HALO KALEOLANI K. K. HAMAKUA, RECORDED IN COUNTY CLERK'S INSTRUMENT NUMBER 2023-386, DEED RECORDS, JOHNSON COUNTY, TEXAS.

THENCE NORTH 30 DEGREES 27 MINUTES 12 SECONDS WEST, CONTINUING ALONG SAID SOUTH LINE, BEING COMMON WITH THE EAST LINE OF SAID CALLED 1.34 ACRES TRACT, A DISTANCE OF 43.38 FEET, TO A 1/2" CAPPED IRON ROD FOUND STAMPED "DUMAS" AT AN ANGLE CORNER IN SAID SOUTH LINE, SAME BEING THE NORTHEAST CORNER OF SAID CALLED 1.34 ACRES TRACT.

THENCE SOUTH 84 DEGREES 19 MINUTES 17 SECONDS WEST, CONTINUING ALONG SAID COMMON LINE, A DISTANCE OF 24.1 FEET, TO A 1/2" CAPPED IRON ROD FOUND STAMPED "DUMAS" AT AN ANGLE POINT IN SAID SOUTH LINE, SAME BEING THE WESTERNMOST CORNER OF SAID CALLED 1.34 ACRES TRACT, AND BEING ON THE EAST LINE OF A CALLED 1.10 ACRES TRACT OF LAND DESCRIBED BY DEED TO THE HEIRS OF DOUGLAS F. JOHNSON, RECORDED IN COUNTY CLERK'S INSTRUMENT NUMBER 2023-367, DEED RECORDS, JOHNSON COUNTY, TEXAS.

THENCE NORTH 36 DEGREES 30 MINUTES 11 SECONDS WEST, CONTINUING ALONG SAID SOUTH LINE, BEING COMMON WITH THE EAST LINE OF SAID CALLED 1.10 ACRES TRACT, A DISTANCE OF 58.7 FEET, TO A 1/2" IRON ROD FOUND AT AN ANGLE CORNER IN SAID SOUTH LINE, SAME BEING THE NORTHEAST CORNER OF SAID CALLED 1.10 ACRES TRACT.

THENCE SOUTH 89 DEGREES 10 MINUTES 39 SECONDS WEST, CONTINUING ALONG SAID COMMON LINE, A DISTANCE OF 124.4 FEET, TO A 3/8" IRON ROD FOUND AT AN ANGLE POINT IN SAID SOUTH LINE, SAME BEING THE NORTHEAST CORNER OF SAID CALLED 1.10 ACRES TRACT, SAME BEING THE NORTHEAST CORNER OF A CALLED 3.00 ACRES TRACT OF LAND DESCRIBED BY DEED TO FREDERICK MICHAEL FOX, CYNTHIA GALE FOX, MCMINN AND DEBORAH ANN FOX TURNER, RECORDED IN VOLUME 2818, PAGE 689, DEED RECORDS, JOHNSON COUNTY, TEXAS.

THENCE SOUTH 38 DEGREES 47 MINUTES 11 SECONDS WEST, CONTINUING ALONG SAID SOUTH LINE, BEING COMMON WITH THE WESTERNMOST CORNER OF SAID CALLED 3.00 ACRES TRACT, A DISTANCE OF 293.72 FEET, TO A 1/2" CAPPED IRON ROD FOUND STAMPED "DUMAS" AT THE SOUTHWEST CORNER OF SAID CALLED 4.650 ACRES TRACT, SAME BEING THE WESTERNMOST CORNER OF SAID CALLED 3.00 ACRES TRACT, AND BEING ON THE EAST LINE OF A CALLED 3.60 ACRES TRACT OF LAND DESCRIBED BY DEED TO EDWIN LEE FINCHER, JR. AND JULIA ANN MEERS, RECORDED IN COUNTY CLERK'S INSTRUMENT NUMBER 2025-3872, DEED RECORDS, JOHNSON COUNTY, TEXAS.

THENCE NORTH 10 DEGREES 31 MINUTES 52 SECONDS WEST, DEPARTING SAID SOUTH LINE AND ALONG THE EAST LINE OF SAID CALLED 4.650 ACRES TRACT, BEING COMMON WITH THE EAST LINE OF SAID CALLED 3.60 ACRES TRACT, A DISTANCE OF 48.53 FEET, TO A 3/8" IRON ROD FOUND AT AN ANGLE POINT IN SAID SOUTH LINE, SAME BEING THE NORTHEAST CORNER OF SAID CALLED 3.60 ACRES TRACT, AND BEING ON THE APPARENT SOUTH LINE OF SAID COUNTY ROAD 429.

THENCE SOUTH 89 DEGREES 10 MINUTES 39 SECONDS WEST, DEPARTING SAID COMMON LINE AND ALONG THE NORTH LINE OF SAID CALLED 4.650 ACRES TRACT, AND WITH SAID SOUTH LINE, A DISTANCE OF 48.53 FEET, TO A 3/8" IRON ROD FOUND AT AN ANGLE POINT IN SAID NORTH LINE.

THENCE NORTH 89 DEGREES 10 MINUTES 39 SECONDS EAST, CONTINUING ALONG SAID NORTH LINE AND WITH THE APPARENT SOUTH LINE OF SAID COUNTY ROAD 429, A DISTANCE OF 137.33 FEET, TO THE POINT OF BEGINNING, AND CONTAINING 4.650 ACRES OR 203,435 SQUARE FEET OF LAND, MORE OR LESS.

FINAL PLAT
LOTS 1 & 2, BLOCK 1
HILLMAN ADDITION
BEING 4.650 ACRES OF LAND SITUATED IN THE HENRY CRAIG SURVEY, ABSTRACT NO. 171, IN THE ETJ OF THE CITY OF CLEBURNE, JOHNSON COUNTY, TEXAS.

—LONESTAR—
LAND SURVEYING, LLC
TBPPLS FIRM# 10194707
3521 SW WILSHIRE BLVD.,
JOSHUA, TX 76058
817-935-8701
MARSHALL.MILLER@LONESTARLANDSURVEYING.COM
PROJECT NUMBER: 241326 DATE: MARCH 7, 2025
REVISED DATE:
REVISION NOTES:
SHEET 1 OF 1

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

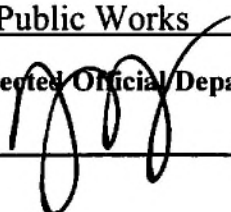
Date: March 10, 2025

Meeting Date: March 24, 2025

Submitted By: Julie Edmiston

Department: Public Works

Signature of Elected Official/Department Head:



Court Decision: <small>This section to be completed by County Judge's Office</small>	
	<p style="color: red; font-weight: bold;">3-24-2025</p>

Description:

Consideration of Order 2025-24, Order Approving the Final Plat of Hillman
Addition, Lots 1 & 2, Block 1 in Precinct 4.

Water Source is Johnson County Special Utility District.

(May attach additional sheets if necessary)

Person to Present: Jennifer VanderLaan

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) ☒ PUBLIC ☐ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: 10 minutes

Session Requested: (check one)

☐ Action Item ☒ Consent ☐ Workshop ☐ Executive ☐ Other _____

Check All Departments That Have Been Notified:

☐ County Attorney ☐ IT ☐ Purchasing ☐ Auditor
☐ Personnel ☒ Public Works ☐ Facilities Management

Other Department/Official (list) _____

**Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email**

Approved in CC on 9/11/2023