

HILLIARD TOWN COUNCIL MEETING

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

TOWN COUNCIL MEMBERS

John P. Beasley, Mayor
Kenny Sims, Council President
Lee Pickett, Council Pro Tem
Joe Michaels, Councilman
Jared Wollitz, Councilman
Dallis Hunter, Councilman

ADMINISTRATIVE STAFF

Lisa Purvis, Town Clerk
Joel Hall P.E., Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

AGENDA

THURSDAY, JUNE 20, 2024, 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

PRESENTATIONS

ITEM-1 Presentation "Starting Point Behavioral Healthcare" of new Callahan Facility.
Candece Tierney, C.O.O. – Starting Point Behavioral Healthcare

PROCLAMATIONS

ITEM-2 A Proclamation of the Town of Hilliard designating July 4, 2024, as "Mr. Rodney Mills Day" in the Town of Hilliard
John P. Beasley – Mayor

REGULAR MEETING

ITEM-3 Additions/Deletions to Agenda

ITEM-4 Town Council approval of the Engineering Services Agreement for continuing engineering services from Mittauer & Associates, Inc.
Lisa Purvis, MMC – Town Clerk

- ITEM-5** Town Council approval of the Engineering Services Agreement with Mittauer & Associates, Inc., for the Water & Wastewater Systems Impact Fee Analysis 2024.
Lisa Purvis, MMC – Town Clerk
- ITEM-6** Town Council to adopt Resolution No. 2024-13, calling for a General Election to be held on November 5, 2024, for the position of three Council Members to serve four-year terms each.
Lisa Purvis, MMC – Town Clerk
- ITEM-7** Town Council to consider Ordinance No. 2024-04, an ordinance amending Chapter 42, Streets, Sidewalks and Other Public Places of the Hilliard Town Code; Amending Section 42-2 Tree Cutting deposit amount and adding drainage system; Amending Section 42-3 Good Cause; additional exceptions; adding regulations regarding Tree Harvesting and Cutting on private property within the Town of Hilliard. Adopting on First Reading and setting Public Hearing for July 18, 2024.
Lee Anne Wollitz – Land Use Administrator
- ITEM-8** Town Council to consider Ordinance No. 2024-06, on First Reading, an Ordinance, Annexing into the corporate limits three parcels real property containing approximately 37.19 acres; described with particularity herein; finding said annexation to be consistent with the Town of Hilliard’s Comprehensive Plan and the Town Code; Amending Section 2.03 of the Charter of the Town of Hilliard to include said land; Providing for and authorizing the updating of the official Town maps. Setting the First Public Hearing for July 18, 2024, and the Second Public Hearing for August 1, 2024.
Lisa Purvis, MMC – Town Clerk
- ITEM-9** Town Council to consider Ordinance No. 2024-07, on First Reading, an Ordinance, Amending the Hilliard Comprehensive Plan, Future Land Use Map Designation of that certain property consisting of 16.32 acres located on the east side of US HWY 1 and south of Cosmos Trail, Hilliard, Florida, Nassau County parcel no. 15-3N-24-2320-0017-0020 and parcel no. 15-3N-24-2320-0019-0010; Adding the designation of commercial. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.
Lisa Purvis, MMC – Town Clerk
- ITEM-10** Town Council to consider Ordinance No. 2024-08, on First Reading, an Ordinance, changing the zoning designation from Nassau County zoning Open Rural to Town zoning C-1, General Commercial District; for the 16.32 acres parcels more or less; located on the east side of US HWY 1 and south of Cosmos Trail, Hilliard, FL, Nassau County. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.
Lisa Purvis, MMC – Town Clerk
- ITEM-11** Town Council to consider Ordinance No. 2024-09, on First Reading, an Ordinance, Amending the Hilliard Comprehensive Plan, Future Land Use map designation of that certain property consisting of 21.03 acres, more or less; located on the east side of US HWY 1 at Cosmos Trail, Hilliard, FL, Nassau County parcel no. 15-3n-24-2320-0017-0010; Adding the designation of mixed-

use; allowing for commercial and high density residential. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.

Lisa Purvis, MMC – Town Clerk

- ITEM-12** Town Council to consider Ordinance No. 2024-10, on First Reading, an Ordinance, changing the zoning designation from Nassau County zoning Open Rural to Town zoning PUD, Planned Unit Development; for the property located on the east side of US HWY 1 and south of Eastwood Road; described in attachment “a”, legal description; Specifically described in attachment “b” written description; and attachment “c” site plan. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.
Lisa Purvis, MMC – Town Clerk
- ITEM-13** Town Council to discuss an amendment to Chapter 62, Zoning and Land Development Regulations concerning future road ownership within Planned Unit Developments and Subdivisions and to set a “pipeline” standard.
Lee Anne Wollitz – Land Use Administrator
- ITEM-14** Town Council approval of the Public Work Director, Joel Hall’s resignation effective July 31, 2024.
Joel Hall, P.E – Public Works Director
- ITEM-15** Town Council approval of the hiring of an employee for the open position of Temporary Clerical Assistant.
Lisa Purvis, MMC – Town Clerk
- ITEM-16** Town Council approval of the hiring of an employee for the open position of Administrative Assistant.
Lisa Purvis, MMC – Town Clerk
- ITEM-17** Town Council approval to cancel the July 4, 2024, Regular Meeting.
Lisa Purvis, MMC – Town Clerk
- ITEM-18** Town Council approval of the Minutes for the June 3, 2024, Workshop, and the June 6, 2024, Public Hearing & Regular Meeting.
Lisa Purvis, MMC – Town Clerk
- ITEM-19** Town Council approval of Kynex, Inc., Payable through May 22, 2024, Project Name: 2024 Fireworks Display in the amount of \$15,000.
**SPECIAL EVENTS PROJECT IN HILLIARD’S HALF LUMP SUM CONTRACT
\$15,000**
- ITEM-20** Town Council approval of Manzie & Drake Land Surveying, Payable through June 12, 2024, Project Name: North Oxford Street Park Phase II, FRDAP Project No. A24019 at the Hilliard Oxford Ball Park in the amount of \$4,500.
**FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$200,000.00**
- ITEM-21** Town Council approval of Waugh PLLC, Payable through June 6, 2024, Project Name: North Oxford Street Park Phase II, FRDAP Project No. A24019 at the

Hilliard Oxford Ball Park in the amount of \$250.
FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$200,000.00

ADDED ITEMS

ADDITIONAL COMMENTS

PUBLIC

MAYOR & TOWN COUNCIL

ADMINISTRATIVE STAFF

TOWN ATTORNEY

ADJOURNMENT

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

TOWN COUNCIL MEETINGS

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

PLANNING & ZONING BOARD MEETINGS

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

MINUTES & TRANSCRIPTS

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

TOWN WEBSITE & YOUTUBE MEETING VIDEO

The Town's Website can be access at www.townofhilliard.com.
Live & recorded videos can be accessed 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.

2024 HOLIDAYS

TOWN HALL OFFICES CLOSED

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| 1. Martin Luther King, Jr. Day | Monday, January 15, 2024 |
| 2. Memorial Day | Monday, May 27, 2024 |
| 3. Independence Day Monday | Thursday, July 4, 2024 |
| 4. Labor Day | Monday, September 2, 2024 |
| 5. Veterans Day | Monday, November 11, 2024 |
| 6. Thanksgiving Day | Thursday, November 28, 2024 |
| 7. Friday after Thanksgiving Day | Friday, November 29, 2024 |
| 8. Christmas Eve | Tuesday, December 24, 2024 |
| 9. Christmas Day | Wednesday, December 25, 2024 |
| 10. New Year’s Eve | Tuesday, December 31, 2024 |
| 11. New Year’s Day | Wednesday, January 1, 2025 |