

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
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

AGENDA

THURSDAY, MARCH 02, 2023, 7:00 PM

NOTICE TO PUBLIC

Anyone wishing to address the Town Council regarding any item on this agenda is requested to complete an agenda item sheet in advance and give it to the Town Clerk. The sheets are located next to the printed agendas in the back of the Council Chambers. Speakers are respectfully requested to limit their comments to three (3) minutes. A speaker's time may not be allocated to others.

PLEDGE OF CIVILITY

WE WILL BE RESPECTFUL OF ONE ANOTHER
EVEN WHEN WE DISAGREE.
WE WILL DIRECT ALL COMMENTS TO THE ISSUES.
WE WILL AVOID PERSONAL ATTACKS.
"Politeness costs so little." – ABRAHAM LINCOLN

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-2 Town Council approval of Final Plat for the Whisper Ridge Subdivision, Application # 20220728, Parcel No. ID. 04-3N-24-0000-0006-0010 and 04-3N-24-0000-0004-0100 and acceptance of the Performance Bond for Completion of the Infrastructure Improvements for the Whisper Ridge Subdivision
Janis K. Fleet, AICP – Town Planning Consultant

ITEM-3 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-4** Town Council approval of Right of Way Mowing Contract for mowing, weed eating, and trash clean-up, a quantity of eight (8) times per contract year, at a bid unit price from April 10, 2023, through the last cycle in 2025.
Ritchie Rowe – Public Works Director
- ITEM-5** Town Council to discuss a Car show lead by David Taylor to be held on Town Hall Property at the Town Hall Park in October 2023.
Alicia Head – Administrative Assistant
- ITEM-6** Town Council Adoption of Resolution No. 2023-06; Water and Wastewater Utility Specifications and Documentation Requirements; Manual of Standards and Specifications for Utilities Construction, for the Town of Hilliard; and providing for an effective date.
Lee Anne Wollitz - Land Use Administrator
- ITEM-7** Town Council approval to hire Justin C. Tuten as a Streets and Water & Wastewater Technician at \$15.00 per hour as a Non-Exempt, Introductory or Probationary Employee.
Richie Rowe - Public Works Director
- ITEM-8** Town Council approval of Contract for Audit and Accounting Services for the fiscal years ended September 30, 2023, 2024, and 2025, with Powell and Jones CPA.
Lisa Purvis, MMC - Town Clerk
- ITEM-9** Town Council to approve Town Attorney entering, into discussion with CSX Railroad to renegotiate maintenance of the Easement Agreement with the Town of Hilliard.
Christian Waugh – Town Attorney
- ITEM-10** Town Council approval of Resolution No. 2023-05; a Resolution amending Resolution No. 2022-08, adding a fee for Development Investigation Applications; adding a deposit in addition to consultant cost plus 10%, for the Town of Hilliard; and providing for an effective date.
Lisa Purvis, MMC – Town Clerk
- ITEM-11** Town Council approval of the FY 2023 Revenues and Expenditures Report for the period ending December 31, 2022.
Lisa Purvis, MMC – Town Clerk
- ITEM-12** Town Council discussion and approval to allow the Hilliard Gardening Club to Landscape around the Welcome to Hilliard sign on US Highway 1 Northbound, and for the Town of Hilliard to fund the project.
Lisa Purvis, MMC - Town Clerk
- ITEM-13** Town Council approval of the Minutes from the February 16, 2023, Regular Meeting.
Lisa Purvis, MMC - Town Clerk

ITEM-14 Town Council approval of CXT Incorporated, Payable through February 23, 2023, Project Name: Town Hall Park Phase I, FRDAP Project No. A21009 at the Hilliard Town Hall Park in the amount of \$82,217.73.
FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$200,000.00

ITEM-15 Town Council approval of MAE Contracting, LLC, Payable through February 20, 2023, Project Name: Oxford Street Park Phase IV, FRDAP Project No. A21011 at the Hilliard Oxford Street Park in the amount of \$10,936.00.
FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$200,00.00

ITEM-16 Town Council approval of MAE Contracting, LLC, Payable through February 20, 2023, Project Name: Oxford Street Park Phase IV, FRDAP Project No. A21011 at the Hilliard Oxford Street Park in the amount of \$15,267.00.
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 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.

2023 HOLIDAYS

TOWN HALL OFFICES CLOSED

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| 1. Martin Luther King, Jr. Day | Monday, January 16, 2023 |
| 2. Memorial Day | Monday, May 29, 2023 |
| 3. Independence Day Monday | Tuesday, July 4, 2023 |
| 4. Labor Day | Monday, September 4, 2023 |
| 5. Veterans Day | Friday, November 10, 2023 |
| 6. Thanksgiving Day | Thursday, November 23, 2023 |
| 7. Friday after Thanksgiving Day | Friday, November 24, 2023 |
| 8. Christmas Eve | Monday, December 25, 2023 |
| 9. Christmas Day | Tuesday, December 26, 2023 |
| 10. New Year’s Eve | Monday, January 1, 2024 |
| 11. New Year’s Day | Tuesday, January 2, 2024 |