

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
Cory Hobbs, Interim Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

AGENDA

THURSDAY, SEPTEMBER 05, 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

PUBLIC HEARING

ITEM-1 Ordinance No. 2024-07 – Amending the Hilliard Comprehensive Plan, Future Land Use Map designation of that certain property consisting of 16.32 acres, more or less; located on the east side of US HWY 1 and south of Cosmos Trail, Hilliard, FL, Nassau County Parcel No.15-3N-24-2320-0017-0020 and Parcel No. 15-3N-24- 2320-0019-0010; Adding the designation of Commercial; providing for severability; and providing for an effective date.
Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2024-07

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-07, on Second & Final Reading.

ITEM-2 Ordinance No. 2024-08 – 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; and providing an effective date.

Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2024-08

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-08, on Second & Final Reading.

ITEM-3 Ordinance No. 2024-09 – 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 Commercial and High Density Residential; providing for severability; and providing for an effective date.

Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2024-09

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-09, on Second & Final Reading

ITEM-4 Ordinance No. 2024-10 – 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; providing for severability, repealer, and setting an effective date.

Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2024-10

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-10, on Second & Final Reading.

ITEM-5 Ordinance No. 2024-11 – Setting the Town of Hilliard, Tentative Millage Rate for the Fiscal Year 2024-2025.

Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2024-11

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-11, on First Reading and to set a Public Hearing & Final Reading on Friday, September 20, 2024.

- ITEM-6** Ordinance No. 2024-12 – Setting the Town of Hilliard, Tentative Budget for the Fiscal Year 2024-2025.
Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2024-12

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-12, on First Reading and set a Public Hearing & Final Reading on Friday, September 20, 2024.

REGULAR MEETING

- ITEM-7** Additions/Deletions to Agenda

- ITEM-8** Town Council to approve Engineering Service Agreement with Mittauer & Associates, Inc. for the Florida Commerce Rural Infrastructure Funds for the construction of an 8” Parallel Water Main Extension to FAA Center in the amount of \$199,680.
Lisa Purvis, MMC – Town Clerk

- ITEM-9** Town Council pre-approval of a FAA FY 2024 Airport Improvement Program (AIP) Grant Offer No. 03-12-0099-017-2024, project description Land Acquisition Runway 18 (North) Approach (Phase 1) of the Hilliard Airpark.
Lisa Purvis, MMC – Town Clerk

- ITEM-10** Town Council approval to adopt Resolution No. 2024-14, accepting a Florida Department of Transportation offer of a Public Transportation Grant Agreement and authorizing and directing the Hilliard Town Council to accept such agreement, for the Design & Construction of Turf Runway Improvements at the Hilliard Airpark.
Lisa Purvis, MMC – Town Clerk

- ITEM-11** Town Council approval of the Minor Subdivision as proposed with the three listed conditions. Application No. 20240716. Parcel ID No. 09-3N-24-0000-0024-0000. Property Owner- Doug Loyd.
Lee Anne Wollitz – Land Use Administrator

- ITEM-12** Town Council to discuss and decide on a donation to the Hilliard High School CNA Program for needed program items.
Lisa Purvis, MMC – Town Clerk

- ITEM-13** Town Council to consider Park Facility Use Agreement and Exemption for RiversEdge Church’s community wide event at the Town Hall Park on Sunday, September 29, 2024, 7:00 a.m. through 1:00 p.m.
Lisa Purvis, MMC – Town Clerk
- ITEM-14** Town Council approval of Pool Rental Agreement between Nassau County School District and Town of Hilliard for Hilliard Middle Senior High School and West Nassau High School Swim Teams.
Gabe Whittenburg – Parks & Recreation Director
- ITEM-15** Town Council approval of Bus Rental Agreement between Nassau County School District and Town of Hilliard for bus rental for After School Program.
Gabe Whittenburg – Parks & Recreation Director
- ITEM-16** Town Council approval of the Parks & Recreation Director’s recommendation to fill the new full-time position of Program Manager.
Gabe Whittenburg – Parks & Recreation Director
- ITEM-17** Town Council to approve the Grant Administration Services Contract from Fred Fox Enterprises, Inc. for the FDEM Hurricane/Community Shelter Grant # F0122 Project in the amount of \$189,900.00.
Lisa Purvis, MMC – Town Clerk
- ITEM-18** Town Council to approve moving the Architect & Engineering Services Contract approval for the FDEM Hurricane/Community Shelter Grant # F0122 Project, to the September 19, 2024, regular meeting.
Lisa Purvis, MMC – Town Clerk
- ITEM-19** Town Council approval of the Minutes for the August 8, 2024, & August 15, 2024, Workshop, and the August 15, 2024, Public Hearing & Regular Meeting.
Lisa Purvis, MMC – Town Clerk
- ITEM-20** Town Council approval of Moody Williams Appraisal Group LLC, Payable through August 21, 2024, Project Name: Acquire Land on the North Side at the Hilliard Airpark in the amount of \$500.
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$464,000.00**

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 |