

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

MINUTES

THURSDAY, NOVEMBER 07, 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

PRESENT

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

PRESENTATIONS

ITEM-1 Presentation of the Hilliard Action Committee Volunteer of the Year recipient Mrs. Danielle Eldridge.
John P. Beasley – Mayor & HAC Chair

Mayor and HAC Chair Beasley presents Danielle Eldridge with the Hilliard Action Committee Volunteer of the Year Certificate in recognition of her dedication. Mrs. Eldridge expresses her gratitude, sharing that helping with Town events brings her great joy.

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No additions to or deletions from the agenda.

ITEM-3 Town Council approval of the Continuing Consulting Engineering Services Agreement from Mittauer & Associates, Inc.

Lisa Purvis, MMC – Town Clerk

Motion made by Council President Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-4 Town Council approval of the Well Exception Application No. 20241015.2, allowing for a well to be placed within the Town Boundary to serve a new dwelling unit at 37074 Katelyn Way.

Cory Hobbs – Interim Public Works Director

Interim Public Works Director Cory Hobbs reports that after discussing with Land Use Administrator Lee Anne Wollitz, they determined the location is outside the Town's boundary and on a private drive, requiring a utility easement to extend utilities to the property.

Land Use Administrator Lee Anne Wollitz notes that, according to the Hilliard Town Code, properties within 200 feet are required to connect to utilities, while those beyond that distance are at the Town Council's discretion. Additionally, the Town Code specifies that if a utility line crosses private property, the connection cannot be mandated.

Councilman Wollitz asks Agent Lindsey Holder if it's standard practice for her company to set up mobile homes without permits.

Agent Lindsey Holder explains the permitting situation to the Town Council.

Interim Public Works Director Hobbs and Land Use Administrator Wollitz recommend approving the well exception in line with Chapter 58 and Chapter 62 of the Hilliard Town Code.

Motion to approve Well Exception Application No. 20241015.2.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-5 Town Council approval of Septic Exception application 20241015.1, allowing for a septic system be placed within the Town boundary to serve a new dwelling unit at 37074 Katelyn Way.

Cory Hobbs – Interim Public Works Director

Motion made by Council Pro Tem Pickett, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-6 Town Council to decide what item(s) will be presented at the Nassau County Legislative Delegation Public Hearing that will be held on Wednesday, November 13, 2024, for Legislative Appropriation Funding consideration.

Lisa Purvis, MMC – Town Clerk

Town Clerk Lisa Purvis explains that the Town plans to apply for funding for the Sewer System Rehabilitation and the Water Main Extension.

Doug Adkins requests to speak on Item-6 and proposes adding a third item for the Nassau County Legislative Delegation Public Hearing: a request for \$250,000 to pave the 85' portion of Orange Street due to rising costs. He assures the Town Council that he and his lobbyists will work to secure this funding at no cost to the Town, noting that he has also discussed this with Representative Dean Black, who is supportive.

Council President Sims and Councilman Hunter express concern about requesting more than the Town's essential needs.

Motion to approve the two items mentioned by the Town Clerk and to have Doug Adkins modify his Planned Unit Development Application to include only West Sixth Street.

Motion made by Councilman Hunter, Seconded by Council Pro Tem Pickett. Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-7 Town Council approval of the Architectural & Engineering Services Contract from PQH Group, Inc. for the FDEM Hurricane/Community Shelter Grant # F0122 project in the amount of \$572,000.

Lisa Purvis, MMC – Town Clerk

Town Attorney Christian Waugh reports that PQH Group, Inc. agreed to nearly all proposed changes except for two. The first, regarding a list of potential federal laws affected, was deemed unimportant by both parties. The second issue pertains to ownership of the project's plans, schematics, and designs. Waugh clarifies that his primary concern is ensuring compliance with public records requests and securing a non-exclusive license to access the drawings. He is still awaiting PQH Group's response on this matter.

Motion made by Councilman Hunter, Seconded by Council Pro Tem Pickett. Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-8 Town Council approval of the Interim Public Works Director's recommendation to fill the vacant Public Works Technician position.

Cory Hobbs – Interim Public Works Director

Interim Public Works Director Cory Hobbs reports that Parks & Recreation Director Gabe Whittenburg and Interim Assistant Public Works Director Charles Chavarria interviewed Joseph Moore and believe he will be a valuable addition to the Town's Public Works Department.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-9 Town Council approval for the extension of Luke Headington's Introductory / Probationary Status for an additional 30 days.
Lisa Purvis, MMC – Town Clerk

Motion made by Council Pro Tem Pickett, Seconded by Councilman Michaels.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-10 Town Council approval of the 2025 Hilliard Action Committee Event Schedule.
John P. Beasley – Mayor & HAC Chair

Mayor Beasley notes that he has added one new event for 2025 Trunk or Treat.

Motion made by Council Pro Tem Pickett, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-11 Town Council approval of the Minutes for the October 17, 2024, Workshop & Regular Meeting, and the October 22, 2024, Workshop.
Lisa Purvis, MMC – Town Clerk

Motion made by Councilman Michaels, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-12 Town Council approval of Mittauer & Associates, Inc., Payable through October 25, 2024, Project Name: 8" Parallel Water Main Extension to FAA Facility in the amount of \$13,760.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$199,680

Motion made by Council Pro Tem Pickett, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-13 Town Council approval of the Camera Agreement with Mr. Steve Hutchinson to install, maintain, and operate a camera on the Town-owned firehouse for the purpose of monitoring the adjacent train tracks.
Dallis Hunter – Councilman

Motion made by Councilman Hunter, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ADDITIONAL COMMENTS

PUBLIC

Douglas Conkey, Intergovernmental Coordinator of the St. Johns River Water Management District, congratulates Town Council Members Kenny Sims, Lee Pickett, and Jared Wollitz on their recent election victories, as well as Mrs. Eldridge on being named Hilliard Action Committee Volunteer of the Year. He expresses his pleasure at seeing Mittauer & Associates, Inc. represented at the meeting and reminds everyone that residents may water their lawns once a week without restrictions for the next six months. **John Petrohovich, Mittauer & Associates, Inc.**, thanks the Town Council on behalf of his firm for approval of the Continuing Services Contract with Mittauer & Associates, Inc.

MAYOR & TOWN COUNCIL

Mayor Beasley, congratulates Town Council members Kenny Sims, Lee Pickett, and Jared Wollitz on their recent election wins, as well as Aaron Bean and Dean Black on their victories.

The Veterans Day Ceremony is scheduled for 10:00 AM on November 9, 2024, with donuts, coffee, and juice served beforehand.

The Christmas Market and Annual Tree Lighting will take place on November 30, 2024, from noon until dark.

He also extends his gratitude to everyone who contributed to the Hilliard Harvest Festival.

Councilman Wollitz, thanks the citizens of Hilliard for their trust in him, expressing his pride and genuine enjoyment in representing the Town. He emphasizes his commitment to being available to help and improve the Town in any way possible. He also extends his congratulations to fellow Town Council Members Kenny Sims and Lee Pickett and wishes Councilman Michaels a Happy Birthday.

Council Pro Tem Pickett, echoes Councilman Wollitz sentiments.

Council President Sims, thanks everyone for their confidence in reelecting the Town Council Members. He shares that this will be his final four-year term and that he's looking forward to it, adding that while he often holds back his opinions, he may be more outspoken in his final term. He also wishes Councilman Michaels a Happy Birthday.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk, Lisa Purvis

Interim Public Works Director, Cory Hobbs

Parks & Recreation Director, Gabe Whittenburg (LATE)

Interim Public Works Director Cory Hobbs, wishes Councilman Michaels a Happy Birthday and congratulates Town Council Members Kenny Sims, Lee Pickett, and Jared Wollitz on their recent election victories.

He also shares that Phillip Bouchillion from the Public Works Department has passed his CDL test.

Additionally, he asks the Town Council whether Hilliard should adopt the same approach as the Town of Callahan for hanging lights on the light poles.

Parks & Recreation Director Gabe Whittenburg, announces that volleyball will start on the morning of November 9, 2024, followed by soccer in the afternoon, and then gymnastics that is year-round.

Town Clerk Lisa Purvis, reminds every one of the Nassau Delegation meeting on November 13, 2024, from 12:00 to 3:00 p.m., and congratulates the Town Council on their recent election victories.

Mayor Beasley, announces that he will be unable to attend the Delegation and will be out for approximately a month.

TOWN ATTORNEY

Town Attorney Christian Waugh, states Happy Birthday, Congratulations, God Bless the United States of America.

ADJOURNMENT

Motion to adjourn at 7:59 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.


Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this 21st day of November, 2024 by the Hilliard Town Council, Hilliard, Florida.



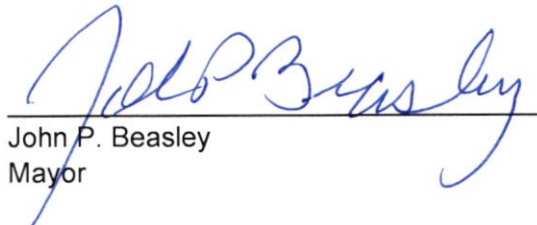
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor



FLORIDA



DAYSPRING COMMONS
SITE

PROJECT INFORMATION

GENERAL
 PROJECT NAME: DAYSPRING COMMONS
 PROJECT ADDRESS: SIXTH STREET
 PROJECT ACRES: 5.97 AC / 259,655 SF
 TOTAL BUILDING AREA/RATIO: 30,770 SF / 5.1% (MAX. 35%)
 TOTAL PARKING AREA/RATIO: 62,740 SF
 MAXIMUM RESIDENTIAL FACILITIES: 18,810 SF
 MAXIMUM RETAIL OFFICE COMMERCIAL: 18,810 SF
 IMPERVIOUS (INCLUDING PONDS)/RATIO: 1.79 AC / 0.30% (MAX. 35%)
 BUILDING HEIGHT: 08-3N-24-2380-0037-0012 (35' MAX HEIGHT)
 08-3N-24-2380-0038-0012 (35' MAX HEIGHT)
 08-3N-24-2380-0039-0011 (35' MAX HEIGHT)
 08-3N-24-2380-0037-0020 (35' MAX HEIGHT)
 08-3N-24-2380-0024-0010 (35' MAX HEIGHT)

Property Appraiser Nos. (RE #)
 Nassau County Soil ID
 Future Land Use
 Zoning Designation
 PUD Ordinance Number
 FIRM - Community - Panel
 Flood Zones (Show in Plans)
 Vertical Datum used for Project

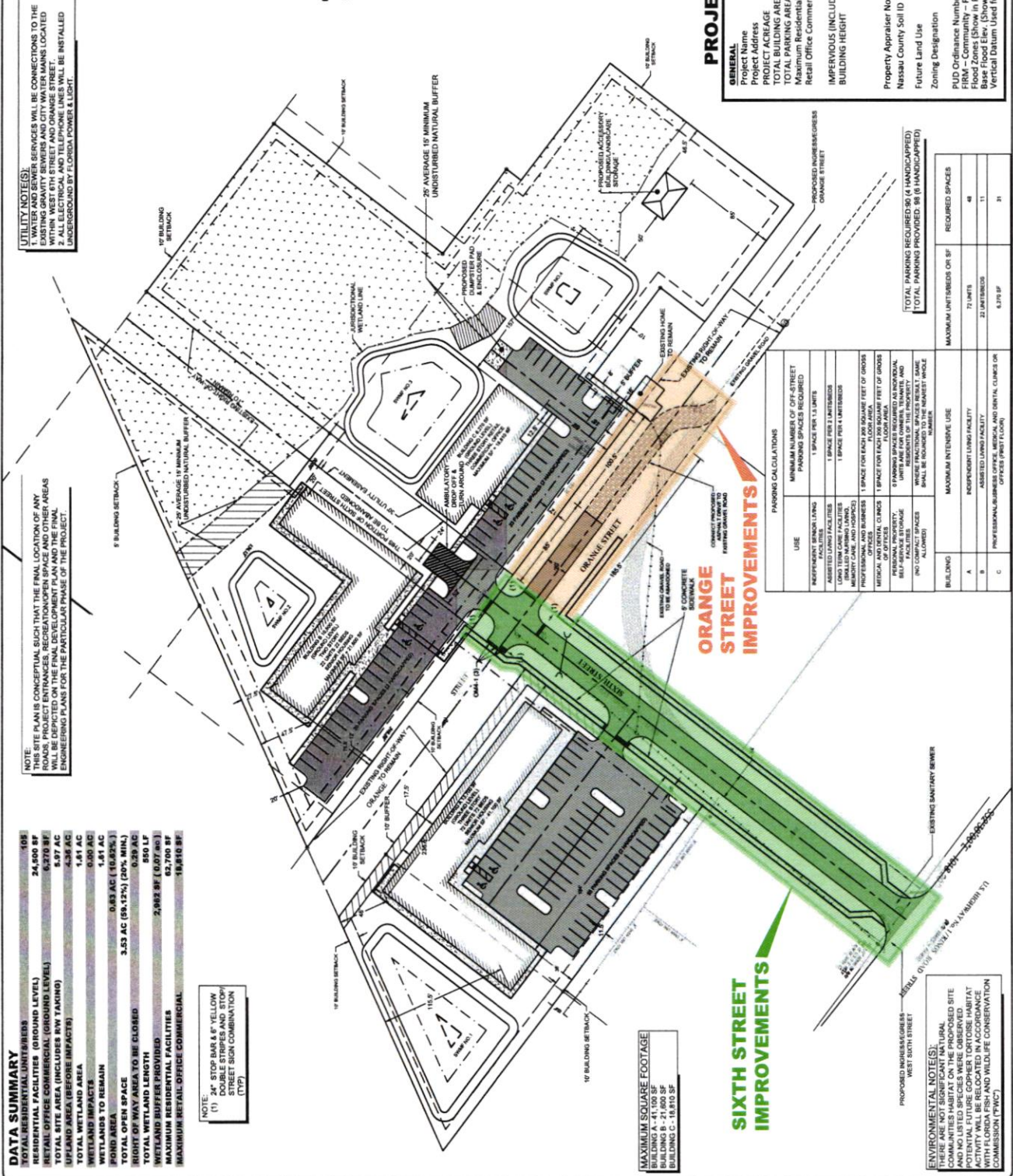
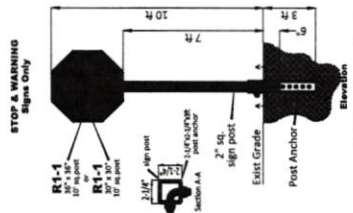
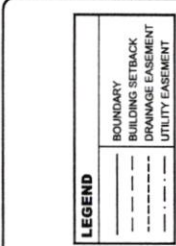
UTILITY NOTES:
 1. WATER AND SEWER SERVICES WILL BE CONNECTIONS TO THE EXISTING GRAVITY SEWERS AND CITY WATER MAINS LOCATED UNDERGROUND BY FLORIDA POWER & LIGHT.
 2. ALL ELECTRICAL AND TELEPHONE LINES WILL BE INSTALLED UNDERGROUND BY FLORIDA POWER & LIGHT.

NOTE:
 THIS SITE PLAN IS CONCEPTUAL SUCH THAT THE FINAL LOCATION OF ANY ROADS, PROJECT ENTRANCES, RECREATION/OPEN SPACE AND OTHER AREAS WILL BE DEPICTED ON THE FINAL DEVELOPMENT PLAN AND THE FINAL ENGINEERING PLANS FOR THE PARTICULAR PHASE OF THE PROJECT.

DATA SUMMARY

RETAIL OFFICE COMMERCIAL (GROUND LEVEL)	24,500 SF
TOTAL SITE AREA (INCLUDES R/W TAKING)	5.97 AC
UPLAND AREA (BEFORE IMPACTS)	4.56 AC
TOTAL WETLAND AREA	1.41 AC
WETLANDS TO REMAIN	0.90 AC
TOTAL OPEN SPACE	0.83 AC (13.9% MIN)
RIGHT OF WAY AREA TO BE CLOSED	3.53 AC (59.12%) (20% MIN)
TOTAL WETLAND LENGTH	850 LF
WETLAND BUFFER PROVIDED	2,882 SF (0.07 AC)
MAXIMUM RESIDENTIAL FACILITIES	62,700 SF
MAXIMUM RETAIL OFFICE COMMERCIAL	18,810 SF

NOTE:
 (1) 1/4" STOP BAR & 4" WELON DOUBLE STRIPES AND STOP STREET SIGN COMBINATION (TYP)



ORANGE STREET IMPROVEMENTS

SIXTH STREET IMPROVEMENTS

PARKING CALCULATIONS

USE	MINIMUM NUMBER OF OFF-STREET PARKING SPACES REQUIRED
RESTROOM BUILDING	1 SPACE PER 1.5 UNITS
ASSISTED LIVING FACILITIES	1 SPACE PER 1 UNIT/RESIDENT
LONG TERM CARE FACILITIES (MEMORY CARE AND ADIRAC)	1 SPACE FOR EACH 100 SQUARE FEET OF GROUND FLOOR AREA
PROFESSIONAL-BUSINESS OFFICES	1 SPACE FOR EACH 100 SQUARE FEET OF GROUND FLOOR AREA
MEDICAL AND DENTAL CLINICS	1 SPACE FOR EACH 100 SQUARE FEET OF GROUND FLOOR AREA
PERSONAL PROPERTY, SELF STORAGE, AND SELF STORAGE	STANDING SPACE REQUIRED AN INDIVIDUAL UNITS PER UNIT/RESIDENT, AND WHERE FRACTIONAL SPACES SHALL BE ROUNDED UP TO THE NEXT WHOLE NUMBER
IND COMPACT SPACES ALLOWED	

BUILDING	MAXIMUM INTENSIVE USE	MAXIMUM UNITS/RES OR SF	REQUIRED SPACES
A	INDEPENDENT LIVING FACILITY	73 UNITS	48
B	ASSISTED LIVING FACILITY	22 UNITS/RES	11
C	PROFESSIONAL-BUSINESS OFFICES, MEDICAL, AND DENTAL CLINICS OR OFFICES (FIRST FLOOR)	6,376 SF	31

TOTAL PARKING REQUIRED 90 (4 HANDICAPPED)
 TOTAL PARKING PROVIDED 98 (6 HANDICAPPED)

ENVIRONMENTAL NOTE(S):
 THERE ARE NOT SIGNIFICANT NATURAL COMMUNITIES/HABITAT ON THE PROPOSED SITE. POTENTIAL FUTURE GOPHER TORTOISE HABITAT ACTIVITY WILL BE RELOCATED IN ACCORDANCE WITH FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION (2007).

MAXIMUM SQUARE FOOTAGE
 BUILDING A - 41,100 SF
 BUILDING B - 21,800 SF
 BUILDING C - 18,810 SF