

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, AUGUST 01, 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

PUBLIC HEARING

ITEM-1 Ordinance No. 2024-06 – Annexing into the corporate limits three parcels real property containing approximately 37.35 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.
Mayor Beasley

Call for Public Comments

Courtney Gaver with Rogers Towers Law provides a presentation that describes the three parcels requesting to be voluntarily annexed into the Town as the Loft Neighborhood and the 21.03 acres, Lofty Development plans in detail. During discussion it is asked if there were wetlands on their property and if adding a generator to the lift station within their development would be added to their plans.

Close Public Hearing on Ordinance No. 2024-06.

Following no public comments, motion to close the Public Hearing at 7:08 p.m.

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

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-06, on Second & Final Reading.

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-2

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

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-07

Following no public comments, motion to close the Public Hearing at 7:15 p.m.

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

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2024-07, and to set a Second Public Hearing & Final Reading for September 5, 2024.

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

ITEM-3

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

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-08

Following no public comments, motion to close the Public Hearing at 7:17 p.m.

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

TOWN COUNCIL ACTION

Town Council to consider Ordinance No. 2024-08, and to set a Second Public Hearing & Final Reading for September 5, 2024.

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-4

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

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-09

Following no public comments, motion to close the Public Hearing at 7:18 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Michaels.

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

TOWN COUNCIL ACTION

Town Council to consider Ordinance No. 2024-09, and to set a Second Public Hearing & Final Reading for September 5, 2024.

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-5

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

Call for Public Comments

Courtney Gaver with Rogers Tower Law states that the owner has agreed that they will be adding a generator to the private lift station in the development.

Close Public Hearing on Ordinance No. 2024-10

Following no public comments, motion to close the Public Hearing at 7:20 p.m.

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

TOWN COUNCIL ACTION

Town Council to consider Ordinance No. 2024-10, and to set a Second Public Hearing & Final Reading for September 5, 2024.

Motion to include the stipulation of adding the generator to the private lift station within the development to the written description.

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

REGULAR MEETING

ITEM-6 Additions/Deletions to Agenda

No additions to or deletions from the Agenda.

ITEM-7 Town Council to set the Proposed Millage Rate, Rolled-Back Rate, and date, time and meeting place of the Tentative Budget Hearing and advise the Nassau County Property Appraiser prior to August 2, 2024.

Lisa Purvis, MMC – Town Clerk

Town Council to set the Proposed Millage Rate at 3.25%.

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-8 Town Council approval of the Change Order No. 1 for the DEP Agreement No. LPA0302 - Oxford Street Force Main Rerouting Project to decrease the contract price by \$500.

Lisa Purvis, MMC – Town Clerk

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

ITEM-9 Town Council approval of the Contract Services Agreement for Joel Hall, P.E., to perform Public Works related services through September 30, 2024.

Lisa Purvis, MMC – Town Clerk

Town Attorney Waugh to draw up Contract Services Agreement between the Town of Hilliard and Joel Hall, P.E. for the August 15, 2024, Regular Meeting.

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

ITEM-10 Town Council to consider the position process for Kimberly Corbett to transition into the Lead Administrative Assistant position.

Lisa Purvis, MMC – Town Clerk

Kimberly Corbett's transition to Lead Administrative Assistant with the grade and step increase effective August 5, 2024.

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

ITEM-11 Town Council to consider the position process for Alicia Head to transition into the Public Information Officer & Events Coordinator position.

Lisa Purvis, MMC – Town Clerk

Alicia Head's transition to the Parks & Recreation Department as the Public Information Officer/Events Coordinator effective September 3, 2024, or sooner, and to remain at the same pay rate and non-exempt.

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

ITEM-12 Town Council approval of the FY 2024 Revenues and Expenditures Report for the period ending June 30, 2024

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-13 Town Council approval of the Minutes for the July 18, 2024, Workshop, and the July 18, 2024, Public Hearing & Regular Meeting.

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-14 Town Council approval of the Payables through July 19, 2024, Project Name:
Emergency Water & Sewer Generator Repairs in the amount of \$34,922.67.
CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$34,922.67

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Councilman Wollitz, thanks First Baptist Church for their work cleaning up Buck Park.

Council Pro Tem Pickett, thanks all for attending.

Council President Sims, states that he is glad Pine Street is open again.

Raising the Ad Valorem Tax is never popular and not something he wanted to occur, but it is necessary.

Mayor Beasley, thanks First Baptist Church for their work cleaning up Buck Park.

Thanks Jared Knight of First Baptist Church and their music department as they provided the entertainment at Food Truck Friday on July 26, 2024.

Thanks Brother Arley for giving him notice of the 9th Annual, Fire Bible Golf Tournament and advises if anyone is interested in sponsoring or playing that he has information on how you can do so.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Interim Public Works Director, Cory Hobbs

Parks & Recreation Director, Gabe Whittenburg

Town Clerk, Lisa Purvis, states that she received the FDEM Hurricane Shelter/Community Center RFQ's and RFP's today, with 3 being for Grant Administration Services and 5 for Architectural and Engineering Services. Review and ranking will take place at the Monthly Workshop on August 8, 2024, at 6:00 p.m. and if interviews are needed, an additional Workshop will be set for August 15, 2024, at 6:00 p.m. for decisions to be made at the August 15, 2024, Regular Meeting at 7:00 p.m.

The FDEP Oxford Street Force Main project will be concluding soon, as the Pay Request Reimbursement No. 2 has just been submitted. Once that reimbursement has been completed, around \$570,000 has been reimbursed with about \$20,000 left and after that the remaining contract will be expended from capital funds.

Regarding the CDBG Water Main Extension on West Fourth Avenue North between Michigan and Georgia Street, once the Environmental Study is released, the engineer can

begin the designing phase.

In reference to the purchase of the third parcel for the Hilliard Airpark, we are currently waiting for an up to date third appraisal, which we should be receiving any day now. The FDOT Airpark projects design work has begun for the new box hangar and the site work for obstruction removal

For the FRDAP North Oxford Park, we are currently waiting on our commencement documentation before that can move forward.

Regarding the FDOT West Sixth Street, Mr. Doug Adkins stated that he would like to move forward with an engineer that the Town selects that would be more in line with FDOT standards. She is currently reaching out to Nassau County regarding piggybacking one of their continuing service contracts for engineering services. Once the design phase is completed and approved by FDOT, we will move on the CEI Services to oversee the construction.

A total of 9 applicants have applied for the Public Works Director, and ranking of applicants will also take place at the Monthly Workshop on August 8, 2024, at 6:00 p.m.

TOWN ATTORNEY

Town Attorney Waugh, states that he is closely working with the Land Use Administrator on clarifying a few things regarding Planning & Zoning, as there have been some irregularities that have occurred with zoning changes that have taken place over the past few years.

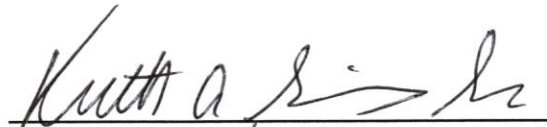
ADJOURNMENT

Motion to adjourn at 7:48 p.m.

Motion made by Council President Sims, Seconded by Councilman Michaels.

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

Approved this 15th day of August, 2024 by the Hilliard Town Council, Hilliard, Florida.



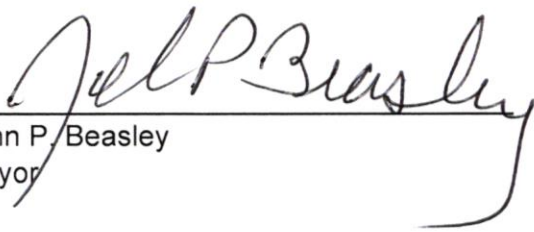
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor