

HILLIARD TOWN COUNCIL MEETING

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

TOWN COUNCIL MEMBERS

Floyd L. Vanzant, Mayor
John P. Beasley, Council President
Kenny Sims, Council Pro Tem
Lee Pickett, Councilman
Jared Wollitz, Councilman
Callie Kay Bishop, Councilwoman

ADMINISTRATIVE STAFF

Lisa Purvis, Town Clerk
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, AUGUST 19, 2021, 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 Floyd L. Vanzant
Council President John Beasley
Council Pro Tem Kenny Sims
Councilman Lee Pickett
Councilman Jared Wollitz
Councilwoman Callie Kay Bishop

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

Jennifer Mezera with Exit Real Estate Gallery, 865 Hibernia Road, Suite 109, Fleming Island, Florida, presents before the Council a real estate listing for 37059 Pecan Street, Hilliard, Florida priced at \$448,000 and states that the owners Gerald & Daphne Guynn are looking to sell their business Boon Dock Junction which is an active venue with bookings into the spring of 2022. They have asked that the Town be given first offer to purchase this property and that the item be placed on the next agenda for further discussion.

PUBLIC HEARING

ITEM-1 Amending Chapter 62 Zoning and Land Development Regulations Code, Section 62-359 – Accessory Uses and Structures (Clarifying Contiguous Lot).

Ordinance No. 2021-06

An Ordinance amending Chapter 62 Zoning and Land Development Regulations of the Hilliard Town Code; amending Section 62-359. Accessory Uses and Structures; adding language to subsection (a) to include a lot split by a right of way of no more than 25 feet as a contiguous lot; and providing for an effective date.

Town Attorney Waugh

No Disclosure of Ex Parte Communication.

Open Public Hearing on Ordinance No. 2021-06.

Call for Public Comments.

Scott Jones 4431 Pine Breeze Way, Callahan, Florida states that the cost listed for application of the closing of right of ways and alley ways seems high.

Town Clerk Lisa Purvis advises Mr. Jones that this is the public hearing for Ordinance No. 2021-06 that has to do with Accessory Structures. The application for closing right of ways will be added next to the end of the agenda.

Motion to close Public Hearing on Ordinance No. 2021-06.

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Ordinance No. 2021-06 – Town Council Action

Motion to adopt Ordinance No. 2021-06, on Second and Final Reading.

Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

Motion to add Item-4 Resolution No. 2021-18 Amended Public Transportation Grant Agreement - Camera & Video Recording System.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Motion to add Item-5 Resolution No. 2021-19 Amended Public Transportation Grant Agreement - Turf Runway Maintenance.

Motion made by Councilwoman Bishop, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Motion to add Item-6 Resolution No. 2021-20 Amended Public Transportation Grant Agreement - Maintenance Building.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Motion to add Item-10 Discussions of Application to Close, Abandon, or Vacate Street, Alley, Easement, or Right of Way.

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

- ITEM-3 "Northeast Florida COVID-19 Economic Recovery Plan" The recovery plan outlines detailed recommendations for economic recovery and was developed by the Northeast Florida Economic Resiliency Task Force, a policy group of more than 20 leaders from across the region.
Northeast Florida Regional Council - Sean Lahav, Resiliency Coordinator

Mr. Sean Lahav gives a presentation an overview and asks for questions. Councilman Sims asks about affordable housing and how great the need is in the Town of Hilliard for affordable housing and if there is any information regarding how the Town can get affordable housing.
Mr. Lahav advises that he will look into and get information to the Town.

- ITEM-4 Town Council approval of contract for Security Cameras, Lighting and Video Recording System at the Hilliard Airpark to the low bidder AEC Electrical Contracting, subject to FDOT approval and legal review in the amount of \$165,000.00.
Hilliard Airpark Engineer – Bill Prange, AECOM

Motion made by Council Pro Tem Sims, Seconded by Councilwoman Bishop.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADD

Resolution No. 2021-18

A Resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation accepting a Florida Department of Transportation offer of a Public Transportation Amendment to the Public Transportation Grant Agreement and authorizing and directing the Hilliard Town Council to accept such agreement.
Town Attorney Waugh

Town Council to adopt Resolution No. 2021-18 accepting the Florida Department of Transportation Amendment to the Public Transportation Grant Agreement for the Construct Camera & Video Recording System at the Hilliard Airpark. The

funding shall be at 100% under the Rural Economic Development Initiative (REDI) or \$193,775.00 related to eligible project costs.

Hilliard Airpark Engineer – Bill Prange, AECOM

Motion made by Councilman Wollitz, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-5

Town Council approval of contract for Turf Runway Improvements at the Hilliard Airpark to the low bidder Chad Brock Enterprises, Inc., subject to FDOT approval and legal review in the amount of \$90,800.00.

Hilliard Airpark Engineer - Bill Prange, AECOM

Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADD

Resolution No. 2021-19

A Resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation accepting a Florida Department of Transportation offer of a Public Transportation Amendment to the Public Transportation Grant Agreement and authorizing and directing the Hilliard Town Council to accept such agreement.

Town Attorney Waugh

Town Council to adopt Resolution No. 2021-19 accepting the Florida Department of Transportation Amendment to the Public Transportation Grant Agreement for the Turf Runway maintenance and Improvements at the Hilliard Airpark. The funding shall be at 100% under the Rural Economic Development Initiative (REDI) or \$91,000.00 related to eligible project costs.

Hilliard Airpark Engineer – Bill Prange, AECOM

Motion made by Councilman Wollitz, Seconded by Councilwoman Bishop.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-6

Town Council approval of contract for the construction of New Box Hangar Building, New Airport Equipment Storage Building and Repairs to Multiple Hangars at the Hilliard Airpark to the low bidder LMC Steel, subject to FDOT approval and additional funding and legal review in the amount of \$515,857.00.

Hilliard Airpark Engineer – Bill Prange, AECOM

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADD

Resolution No. 2021-20

A Resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation accepting a Florida Department of Transportation offer of a Public Transportation Amendment to the Public Transportation Grant Agreement and

authorizing and directing the Hilliard Town Council to accept such agreement.
Town Attorney Waugh

Town Council to adopt Resolution No. 2021-20 accepting the Florida Department of Transportation Amendment to the Public Transportation Grant Agreement for the Design & Construct Maintenance Building at the Hilliard Airpark. The funding shall be at 100% under the Rural Economic Development Initiative (REDI) or \$287,500.00 related to eligible project costs.

Hilliard Airpark Engineer – Bill Prange, AECOM

Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADD

Resolution No. 2021-21

A Resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation accepting a Florida Department of Transportation offer of a Public Transportation Amendment to the Public Transportation Grant Agreement and authorizing and directing the Hilliard Town Council to accept such agreement.

Town Attorney Waugh

Town Council to adopt Resolution No. 2021-21 accepting the Florida Department of Transportation Amendment to the Public Transportation Grant Agreement for the Design & Construct Hangar & Hangar Rehabilitation at the Hilliard Airpark. The funding shall be at 100% under the Rural Economic Development Initiative (REDI) or \$346,441.00 related to eligible project costs.

Hilliard Airpark Engineer – Bill Prange, AECOM

Motion made by Councilman Wollitz, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-7

Resolution No. 2021-17

A Resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation 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.

Town Attorney Waugh

Town Council to adopt Resolution No. 2021-17 accepting the Florida Department of Transportation Public Transportation Grant Agreement for the Environmental Assessment for the North & South Property Acquisitions at Hilliard Airpark. The funding shall be at 100% under the Rural Economic Development Initiative (REDI) or \$40,000.00 related to eligible project costs.

Hilliard Airpark Engineer – Bill Prange, AECOM

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

- ITEM-8 Town Council approval of the Four Factor Analysis completed as a requirement for the Rebuild Florida CDBG Mitigation General Infrastructure Program. The analysis conducted by Fred Fox Enterprises, Inc. determined that a Language Plan would not be required and the Town of Hilliard's notice for the project will only need to be posted in English.

Town Clerk - Lisa Purvis, MMC

Motion made by Council President Beasley, Seconded by Councilman Pickett.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

- ITEM-9 Town Council approval of the Minutes from the August 5, 2021, Regular Meeting.
Town Clerk – Lisa Purvis, MMC

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADDED ITEMS

- ITEM-10 Town Council review and approval of application to Close, Abandon, or Vacate Street, Alley, Easement, or Right of Way that consists of an application fee of \$2,000 per right of way and \$1,000 per easement and for applicant to pay the cost of postage, signs, advertisements, and outside consultants and provide a survey of the right of way or alley.

Land Use Administrator - Janis Fleet, AICP

Scott Jones, 4431 Pine Breeze Way, Callahan, Florida

Advises that he has already submitted his building plans and that he is on a time frame and asks how soon before this application will be approved. He would like to utilize the alley way to increase the front yard setbacks on the block that he owns and is planning to develop.

Motion to set a workshop for Tuesday, September 14, 2021, at 6:00 p.m. to further review the application.

Motion made by Council President Beasley, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Mayor Vanzant, announces the upcoming September & October Meetings:

September Meeting

Thursday, 09/02/2021 @ 6PM	Workshop (Budget)
Thursday, 09/02/2021 @ 7PM	Regular Meeting
Tuesday, 09/14/2021 @ 6PM	Workshop (ROW Closing)
Thursday, 09/16/2021 @ 6PM	Workshop (Budget)

Thursday, 09/16/2021 @ 7PM

October Meeting

Thursday, 10/07/2021 @ 7PM

Thursday, 10/21/2021 @ 7PM

Public Hearing & Regular Meeting

Regular Meeting

Regular Meeting

ADMINISTRATIVE STAFF

Present:

Town Clerk, Lisa Purvis

Public Works Director, Ritchie Rowe

Parks & Recreation Director, Gabe Whittenburg

TOWN ATTORNEY

Present:

Town Attorney, Christian Waugh – by ZOOM

Land Use Administrator, Janis Fleet – by ZOOM

ADJOURNMENT

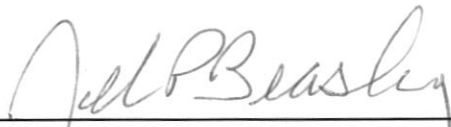
Motion to adjourn at 8:11 p.m.

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.

Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett,

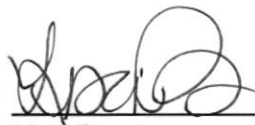
Councilman Wollitz, Councilwoman Bishop

Approved this 2nd day of September, 2021 by the Hilliard Town Council,
Hilliard, Florida.



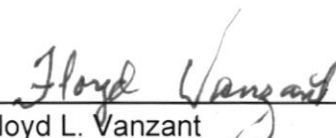
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor