

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, NOVEMBER 21, 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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-2 Town Council to adopt Resolution No. 2024-20, a Resolution of the Town Council of the Town of Hilliard, Florida a Municipal Corporation adopting an Amended Budget for the Fiscal Year 2023-2024, for the Town of Hilliard.
Lisa Purvis, MMC – Town Clerk

ITEM-3 Town Council approval of Town Employee Phillip Bouchillon's Step Pay Increase.
Cory Hobbs – Interim Public Works Director

ITEM-4 Town Council to appoint members to the Planning & Zoning Board for a 3-Year Term starting January 2025.
Lee Anne Wollitz – Land Use Administrator

ITEM-5

Town Council approval of the Minutes for October 28, 2024, Workshop, and the November 7, 2024, Regular Meeting.

Lisa Purvis, MMC – Town Clerk

ITEM-6

Town Council approval of Nassau County Public Library System Donation for Fiscal Year 2024-2025, to Friends of the Hilliard Branch Library in the amount of \$8,000.

BUDGETED DONATION FROM GENERAL FUND TO CULTURE AND RECREATION

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 first 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 Statutes, 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

- 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



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 21, 2024

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council to adopt Resolution No. 2024-20, a Resolution of the Town Council of the Town of Hilliard, Florida a Municipal Corporation adopting an Amended Budget for the Fiscal Year 2023-2024, for the Town of Hilliard.

BACKGROUND:

Florida State Statute allows a Town can amend its budget up to 60 days after the fiscal year ends.

Resolution No. 2024-20, reflects the actual year end expenditures of the Town of Hilliard for the fiscal year ending September 30, 2024.

The Amended Budget for Fiscal Year 2023-2024 will be sent out next week.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Town Council to adopt Resolution No. 2024-20, Amended Budget Fiscal Year 2024-2025.

RESOLUTION NO. 2024-20

AMENDED BUDGET FISCAL YEAR 2023-2024

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ADOPTING AN AMENDED BUDGET FOR THE FISCAL YEAR 2023-2024, FOR THE TOWN OF HILLIARD; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida State Statutes allow that a Town can amend its budget up to 60 days after year end; and

WHEREAS, the Town developed new procedures to ensure all budget amendments are made within the 60 days, following year end; and

WHEREAS, as part of these new procedures the Town now wishes to amend the annual fiscal year budget by resolution to ensure that the budget that was originally adopted by ordinance can be expedited in order to meet the end of year deadline of November 30th;

NOW THEREFORE BE IT RESOLVED, by the Hilliard Town Council that the following is established as the Amended Budget for the said Town for the fiscal year 2023-2024 (October 1, 2023 through September 30, 2024), and is established as the estimated projected income and the appropriation of funds for said fiscal year.

Adopted this _____ day of _____, _____, by the Hilliard Town Council, Hilliard, Florida.

Kenneth Sims, Sr., Council President

ATTEST:

Lisa Purvis, Town Clerk

APPROVED:

John P. Beasley, Mayor



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 21, 2024

FROM: **Cory Hobbs – Interim Public Works Director**

SUBJECT: Town Council approval of Town Employee Phillip Bouchillon’s Step Pay Increase.

BACKGROUND:

Phillip Bouchillon received his Class B Commercial Driver’s License on November 7, 2024. This Step Pay increase is to accommodate for the employee obtaining his license. See the attached sheet for more information.

FINANCIAL IMPACT:

Grade 3 / Step 1: \$16.23 Hourly & \$33,760.94 Annually

Grade 3 / Step 2: \$16.91 Hourly & \$35,171.81 Annually

\$0.68 cents an hour increase

RECOMMENDATION:

Town Council approval of Town Employee Phillip Bouchillon’s Step Pay Increase.

PUBLIC WORKS DEPARTMENT

001 GENERAL FUND - STREETS DEPARTMENT

EMPLOYEE	HIRE DATE	23/24 CURRENT GRADE/STEP	23/24 CURRENT RATE	24/25 PROPOSED GRADE/STEP	24/25 PROPOSED RATE	24/25 INCREASE PER HR	24/25 INCREASE ANNUALLY	24/25 ANNUAL PAY	24/25 PROMOTIONAL INCREASE	
Phillip (PWD)	12/11/2023	G-3 / S-1	\$16.23	G-3 / S-2	\$16.91	\$0.68	\$1,410.87	\$35,171.81	1 STEP	FT



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: November 21, 2024

FROM: **Lee Anne Wollitz – Land Use Administrator**

SUBJECT: Town Council to appoint members to the Planning & Zoning Board for a 3-Year Term starting January 2025.

BACKGROUND:

Two Board members, Charlie Reed and Skip Frey have terms that are ending in December 2024. The planning members have stated that they are interested in an additional term on the Board.

Appointing Zoning Board Members is a task that the Town Council takes on at the end of each year. It is our intent, in bringing it to you in November, to allow time for advertising and/or taking resumes in case the Council is aware of new interest in the position.

The Planning & Zoning Board, at their November meeting, made a recommendation to the Town Council to appoint Charlie Reed and Skip Frey for an additional term starting in January 2025.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Town Council to appoint members to the Planning & Zoning Board for a 3-Year Term starting January 2025.

PLANNING & ZONING BOARD MEMBERS

Lee Anne Wollitz
 Land Use Administrator
 (904) 507-8766
 lwollitz@townofhilliard.com

Kevin Webb, Board Member

Post Office Box 1577
 Hilliard, Florida 32046
 (904) 349-5569 kwebb@townofhilliard.com

January 2024 – December 2026

Re Appointed 12/2023 – 3yr term

Wendy Prather, Board Chair

27061 Country Drive
 Hilliard, Florida 32046
 (904) 403-5267 wprather@townofhilliard.com

January 2024 - December 2026

Re Appointed 12/2023 – 3yr term

Skip Frey, Board Member

37132 W Fourth Street
 Hilliard, Florida 32046
 (904) 652-9065 hfrey@townofhilliard.com

January 2022 – December 2024

Re Appointed 12/2021 – 3yr term

Charles A. Reed, Vice Chair

Post Office Box 757
 Hilliard, FL 32046
 (904) 614-8557 creed@townofhilliard.com

January 2022 – December 2024

Re Appointed 12/2021 – 3yr term

Josetta Lawson, Board Member

27302 Montana Street
 Hilliard, Florida 32046
 (904) 497-2848 jlawson@townofhilliard.com

January 2023 – December 2025

Re Appointed 12/2022 – 3yr term

Planning & Zoning Board Members Terms Expire:

December 2024

Skip Frey, Board Member since 2/2017
 Charles A. Reed, Board Member 11/2009

December 2025

Josetta Lawson, Board Member 9/2004

December 2026

Kevin Webb, Board Member since 12/2022
 Wendy Prather, Board Member since 1/2009

Each Board Member shall be re-appointed no later than December of the year prior to starting a new or additional 3-year term.

If a Board Member leaves their appointment prior to the expiration of their term, then the new appointment will be for the remainder of that term, at which time additional appointment can be made.

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

TOWN ATTORNEY

Christian Waugh

MINUTES

MONDAY, OCTOBER 28, 2024, 6:00 PM

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

WORKSHOP

- ITEM-1 Town Council to review and discuss item(s) to 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

The Town Council is reviewing items for the Legislative Appropriation Funding, prioritizing the Sewer System Rehabilitation and Water Main Extension.

- ITEM-2 Town Council to review and discuss the Rural Counties Day Trip on March 20, 2024, to the Capitol to join the Nassau County Economic Development Board and the Town of Callahan.
Lisa Purvis, MMC – Town Clerk

The Town Council discusses placing the item on the January 2025, Monthly Workshop agenda.

- ITEM-3 Town Council to review and discuss the Architectural and Engineering Services Contract from PQH Group Design, Inc. for the FDEM Hurricane/Community Shelter Grant # F0122 Project.
Lisa Purvis, MMC – Town Clerk

Councilman Hunter states that according to Florida Statutes 119.07 government building plans are exempt from public records law in federal provisions. This item is scheduled to be on November 7, 2024, Regular Meeting agenda.

- ITEM-4 Town Council to review, discuss and rank the Engineering Requests for Qualifications received September 26, 2024, for Continuing Consulting Engineering Services.
Lisa Purvis, MMC – Town Clerk

The Town Council reviews and ranks four firms in the following order of ranking:

1. Mittauer & Associates, Inc.
2. Kimley > Horn
3. North Florida Professional Services, Inc.
4. Weston & Sampson

The Town Clerk will discuss with the Town Attorney if the Town can enter contract with the number one ranked firm without going through the interview process.

- ITEM-5 Town Council to review and discuss the Public Works Director position vacancy.
Lisa Purvis, MMC – Town Clerk

The Town Council evaluates candidates for the Public Works Director position, and decide to revisit at the January 2025, monthly workshop. Interim Public Works Director Cory Hobbs discusses the position and Wastewater Treatment Plant Operator Jody Wildes discusses how his position and responsibilities have changed. The Council has decided to further discuss at an upcoming workshop.

- ITEM-6 Town Council to review and discuss the Reimbursement and Fiscal Year 2023-2024 Profit and Loss Statement received from Hilliard Aviation, Inc.
Lisa Purvis, MMC – Town Clerk

Town Council discusses Councilman Hunter's outreach to Michael Swain, Hilliard Aviation Inc., President regarding hangar rental fees.

ADDITIONAL COMMENTS

- ITEM-7 Town Council to review and discuss the future of the Mikklesen Estate
Lee Anne Wollitz – Land Use Administrator

Council President Sims discusses adding this as an item on the agenda at the January Monthly Workshop.
Councilman Wollitz requests that an email be sent to the Nassau County School Board regarding their interest in the property.

- ITEM-8 Town Council to review and discuss the Southern Glenn Subdivision.
Lee Anne Wollitz – Land Use Administrator

Land Use Administrator Lee Anne Wollitz to reach out to the Town Attorney and the St. Johns River Water Management District. Item to be discussed at the November 14, 2024, Monthly Workshop or the November 7, 2024, Regular Meeting.

ADJOURNMENT

Motion to adjourn at 8:20 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

Approved this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, NOVEMBER 07, 2024, 7:00 PM

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**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 _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

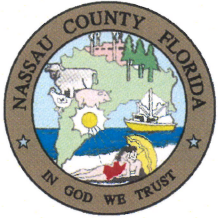
Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor



Julie Cannavino, Library Director

Nassau County Public Library System

25 N. 4th Street
Fernandina Beach, FL 32034
Phone: 904-530-6500 Fax: 277-7366

<http://nassaureads.com>

To: Hilliard Town Council

From: Julie Cannavino, Library Director

Date: 5 October 2024

Re: Request for Contribution for Hilliard Branch Library

Town Council,

In fiscal year 2024, the Town of Hilliard generously contributed \$8,000 to the Hilliard Branch Library. The funds are greatly appreciated and allow the library to provide books and periodicals to the residents of Hilliard that the County would not otherwise be able to provide. The County only receives a small operating grant from the State each year.

In fiscal year 2024, the Hilliard Branch Library successfully issued 305 library cards and have had 17,775 people visit the Hilliard Library.

I am respectfully requesting a donation for the Hilliard Branch Library again, for fiscal year 2025. A contribution of \$8,000 is requested, however, any contribution the Town is able to provide would be greatly appreciated.

My understanding is funds received by the Town are considered a contribution and will be in addition to funds appropriated by the county.

Thank you for your consideration. If you have any questions, please do not hesitate to call me at the number above.

Respectfully,

A handwritten signature in black ink, appearing to read "Julie Cannavino".

Julie Cannavino
Library Director

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