

**INTERLACHEN TOWN COUNCIL  
PUBLIC HEARING & COUNCIL MEETING MINUTES  
TUESDAY, MAY 13, 2025 - 6:00 P.M.  
DICKERMAN BUILDING**

**CALL TO ORDER**

Chairperson Beverly Bakker called the Public Hearing to order at 6:00 p.m. She led the pledge, and Mayor Hanes gave the invocation.

**ROLL CALL**

Council Members present were Chairperson Beverly Bakker, Vice-Chairperson Joni Conner, Carolyn Bennett, Carolyn Meadows, and David Yonts. Mayor Hanes and Attorney George Young were present also.

**COUNCIL CHAIRPERSON: BEVERLY BAKKER**

Chairperson Bakker had no comments.

**OPEN PUBLIC HEARING**

The public hearing opened at 6:02pm.

**COUNCIL AGENDAED DISCUSSION:**

***Discussion and Consideration of the Planning Commission's Recommendation for a Text Amendment to Appendix A of the Infrastructure Element of the Comprehensive Plan.***

Roberto Jordan, from the Northeast Florida Regional Council explained that all communities within the St. Johns River and the Swanee Water Management Districts must have a Water Supply Facilities Work Plan in their Comprehensive Plan.

Municipalities within that boundary must update their community water supply plan within eighteen months after approval of the Regional Plan. The Regional Water Supply Plan was updated in December of 2023; therefore, the deadline is fast approaching.

The main point of updating is Table one in Section 3.21; "Water Demand, Supply and Facility Capacity," which has the information submitted by the Regional Water Plan and has the projected Population from 2025-2035, consumptive use allocation numbers, demand numbers for the water supply areas and capacity numbers. The capacity numbers are well above the demand numbers.

Council Member Meadows moved to approve the Planning Commission's recommendation for a Text Amendment to the Infrastructure Element of the Comprehensive Plan. Council Member Bennett seconded the motion. The motion passed by a unanimous voice vote of the Council.

***Discussion and Consideration of the Planning Commission's Recommendation for Rezoning Case RE2024-4.***

The Clerk called for disclosure. Council members Bakker, Bennett and Meadows stated that they had talked to the clerk about the rezoning, but only Council Member Meadows had driven by the site.

Robert Jordan, from the Northeast Florida Regional Council explained that the rezoning request is for .86 acres of vacant land. The proposed use is for automobile sales, which is an allowable use in C-3, therefore he recommended approval of the zoning Change from C-2 to C-3.

## **ORDINANCES:**

### **Ordinance 2025-1; Rezoning to Change the Official Zoning Map. – 1st Reading**

By unanimous general consent Ordinance 2025-1 was read by title only.

Council Member Bennett moved to approve Ordinance 2025-1 on first reading. Council Member Meadows seconded. The motion passed by a unanimous roll call vote of the Council.

### **Ordinance 2025-2; Text Amendment to Appendix A of the Infrastructure Element of the Comprehensive Plan. -**

By unanimous general consent Ordinance 2025-2 was read by title only.

Council Member Conner moved to approve Ordinance 2025-2 on first reading. Council Member Yonts seconded. The motion passed by a unanimous roll call vote of the Council.

## **CLOSE PUBLIC HEARING**

The public hearing was closed at 6:22p.m.

## **OPEN COUNCIL MEETING**

Chairperson Bakker called the regular meeting to order at 6:23pm and stated that there had been a water line break last week, and she appreciated how quickly the Maintenance Department repaired it.

Mayor Hanes presented proclamations recognizing National Law Enforcement Week, Public Works Week and National Municipal Clerk's Week.

## **COUNCIL DISCUSSION:**

### **Discussion and Consideration of the Appointment of Randy Donaldson to the Planning Commission.**

Council Member Conner moved to approve the appointment of Randy Donaldson to the Planning Commission. Council Member Bennett seconded the motion. The motion passed by a unanimous voice vote of the Council.

### **Discussion and Consideration of a Partial Lien Release for Parcel 25-09-24-4075-0810-0110.**

Town Clerk Joni Payne stated that Elitex Enterprise, LLC, bought this property through a tax deed sale. The property is tied to another property that the Town has a Codes Enforcement lien on. Liens imposed by the Town effects not only the property that is in violation, but also, any property that the violator owns.

The current owner is requesting that his property be released from any liens that the Town has against it.

The Town received \$397.00 from the county on this tax deed sale.

Council Member Meadows moved to approve the partial lien release on Parcel 25-09-24-4075-0810-0110. Council Member Conner seconded the motion. The motion passed by a unanimous voice vote of the Council.

### **Discussion and Consideration of Interlachen Hall Update.**

The Clerk advised the Council that the new windows are in production and are scheduled to be installed after July 4<sup>th</sup>. Three (3) quotes have been received for the electrical work. She presented the Council with an Option #2 layout of the interior to include an office for the Mayor and Council, and a supply room.

Council Member Meadows suggested that the kitchen be updated also during the renovation.

Council Member Bennett stated that she would like a small office area for the Mayor and Council on the first level.

After much discussion, Council Member Meadows moved to go with the original plan. Council Member Conner seconded the motion. The motion passed by a four (4) to one (1) roll call vote, with Council Member Bennett voting no.

**Discussion and Consideration of Applying for a Hazard Mitigation Grant and Permission to Send out RFQ's for a Grant Administrator and an Engineer.**

Town Clerk Joni Payne stated that due to the ongoing drainage problems on North Long Avenue, paving it fits the grant funding criteria; however, funding is on a reimbursement basis and the reimbursement process can be slow. Since this is a federally funded grant with a lot of requirements, she is requesting that the Town hire a grant administrator. Funding is available to cover the cost of a grant administrator, which she estimates to be around \$14,000.00. The Town's cost share for construction is estimated to be around \$120,000.00. Overall, the estimated cost of the project is around \$478,000.00. Money from the General Fund, Better Place Plan Fund, or the ARPA Fund can be used for the Town's share cost.

Council Meadows moved to move forward with seeking to obtain a Hazard Mitigation Grant and sending out RFQ's for a grant administrator and an engineer. Council Member Conner seconded the motion. The motion passed by a unanimous voice vote of the Council.

**Discussion and Consideration of Increasing the Size of the Parking Spaces at the Town Office.**

Council Member Conner stated that since the town office is moving to Interlachen Hall she would like the parking spaces at the Dickerman Building to be increased to accommodate event booths.

Council Member Conner moved to increase the size of the parking spaces. Council Member Yonts seconded the motion. The motion passed by a unanimous voice vote of the Council.

**Discussion and Consideration of Approval of Changes to the Town's Emergency Plan.**

Chairperson Bakker stated that the main change addresses who must take the ICS courses, which will be the Mayor, department heads and their second in command.

The Town Council and maintenance employees will not be required to take the course, but will receive a copy of the ICS 100 course book so they can be familiar with emergency procedures.

Council Member Bennett moved to approve the changes to the Town's Emergency Plan. Council Member Conner seconded the motion. The motion passed by a unanimous voice vote of the council.

**Discussion and Consideration of Weight Limit Signs on North Francis Street.**

Council Member Meadows voiced her concern that the heavy truck traffic on North Francis Street is going to ruin the road. Attorney Young will check into the Town's options and see if the county has approved certain routes for the heavy trucks.

**Discussion and Consideration of Approval of Surplus Items.**

Council Member Meadows moved to approve the surplus items as presented. Council Member Yonts seconded the motion. The motion passed by a unanimous voice vote of the Council.

**Discussion and Consideration of Setting Budget Workshop Dates.**

Budget workshops were set for 10:00am on Thursday, July 10, 2025 and Thursday, August 7, 2025.

**CONSENT AGENDA:**

The consent agenda was approved by unanimous general consent.

**COUNCIL COMMENTS:**

Council Member Bennett reminded everyone of the Robert Henry Jenkins, Jr. Scholarship Banquet to be held this Saturday at 6:00pm in the elementary school cafeteria. Tickets are \$25.00.

Council Member Conner stated that she has been invited to speak on behalf of the Town at Rotary and advised everyone of the passing of former Council Member, Frances Martin.

**MAYOR COMMENTS:**

Mayor Hanes stated that there will be a Veteran Ceremony to honor fallen heroes at 10:am on May 26, 2025. He stated that he is pleased with where the Town is headed and what the Council is doing.

**DEPARTMENT HEAD COMMENTS:**

Chief Wilburn stated that the FDLE audit has been completed with just a few non-compliance issues that should be brought into compliance in the next few days. He thanked Office Clerk Angie Glisson for her help with the audit.

**CITIZEN COMMENTS:**

Clodoaldo Arauto, from Brazil spoke about how the weather in Florida allows for building, growing, and developing all year around. His vision for Interlachen is to buy land and sell it in affordable installments so that families can achieve the dream of owning their own home. He wants to bring innovation and excitement to the community and transport Interlachen into a place known for growth, opportunity, and community spirit.

**ATTORNEY COMMENTS:**

Attorney Young had no comments.

**ADJOURNMENT:**

The meeting adjourned at 7:34pm.