

# 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

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## AGENDA

**THURSDAY, JANUARY 06, 2022, 7:00 PM**

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### 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

## PUBLIC HEARING

### ITEM-1

PUD Rezoning No. 20210809 - Rezoning A-1 to Establish the Greenbrier PUD  
Ordinance No. 2021-09 - Open Public Hearing

An Ordinance of the Town Council of the Town of Hilliard, Florida, Rezoning the Property Located on the Westside of U.S. 301 (U.S. Highway 1/State Road No. 5) to the South of the Intersection with Henry Smith Road, and West of Old Dixie Highway/Kings Road, Described in Attachment "A", Legal Description from A-1, Agricultural to PUD, Planned Unit Development, Specifically Described in Attachment "B" Written Description, and Attachment "C" Site Plan; Providing for Severability, Repealer, and Setting an Effective Date.

***Town Attorney Waugh***

Disclosure of Ex Parte Communication

Applicant: Rodgers Towers, P.A. and National Land Partners II, LLC, authorized agents for Hilliard Equity Resources, Property Owner

Call for Public Comment

Close Public Hearing on Ordinance No. 2021-09

Planning and Zoning Board recommendation of Town Council approval of Ordinance No. 2021-09 Greenbrier PUD

***Janis Fleet, AICP - Land Use Administrator***

**REGULAR MEETING - Town Council Action**

Town Council Final Reading and adoption of Ordinance 2021-09.

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

**REGULAR MEETING**

**ITEM-2**      Additions/Deletions to Agenda

**ITEM-3**      Town Council to appoint the Town Council President and Town Council Pro Tem for the 2022 Calendar Year for the Organization of Office.

***Lisa Purvis, MMC – Town Clerk***

**ITEM-4**      Town Council to appoint the Town Council Department Commissioners for the 2022 Calendar Year for the Organization of Departments.

***Lisa Purvis, MMC – Town Clerk***

**ITEM-5**      Town Council approval to Reappoint Charles Reed and Skip Frey to the Planning and Zoning Board for another 3-Year Term.

***Janis K. Fleet, AICP - Land Use Administrator***

**ITEM-6**      Town Council to set Joint Workshop between Nassau County School Board and the Hilliard Town Council for Monday, January 10, 2022, at 6:00 p.m.

***Lisa Purvis, MMC - Town Clerk***

**ITEM-7**      Town Council to set Special Meeting Review and Discussion of Classification and Compensation Study for the Town of Hilliard.

***Lisa Purvis, MMC - Town Clerk***

**ITEM-8**      Town Council to approve Jasmine Booth's Transition from Temporary to Regular Part-Time.

***Gabe Whittenburg – Parks & Recreation Director***

**ITEM-9**      Town Council approval for CDBG Water Main Replacement Change Order No. 3 which is an increase in contract price of \$15,088.39 due to addition of a directional drill at road crossing from change in field conditions.

***Lisa Purvis, MMC – Town Clerk***

**ITEM-10**      Resolution No. 2022-01 - Town of Hilliard 2022 Holidays  
A Resolution of the Town Council of the Town of Hilliard, Florida, a municipal corporation; adopting recognized holiday dates for the Town of Hilliard; at its first meeting of the Town Council held in January; as outlined in the personnel policy manual; as it relates to holidays under the employee benefit programs section; and providing for an effective date.

***Town Attorney Waugh***

Town Council to adopt Resolution No. 2022-01 approving the Town of Hilliard 2022 Holidays as outlined in the personnel policy manual.

***Lisa Purvis, MMC - Town Clerk***

- ITEM-11** Town Council approval of the Minutes from 2020 and 2021 Workshops, as well as the Minutes from the November 29, 2021, Special Meeting, the December 2, 2021, Public Hearing and Regular Meeting, and the December 13, 2021, Special Meeting.

***Lisa Purvis, MMC - Town Clerk***

- ITEM-12** Town Council approval of FDOT PTGA Security Camera, Lighting and Video Recording System Change Order No. 1 which is an increase in contract price of \$3,250.00 to add and install one dome camera inside the FBO building in the Vending Area.

***Lisa Purvis, MMC – Town Clerk***

- ITEM-13** Town Council approval of AEC Electrical Contractors Inc., Payable for Pay Request No. 3 through December 27, 2021, Project Name: Security & Lighting at the Hilliard Airpark in the amount of \$19,950.00.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT  
\$165,000.00**

- ITEM-14** Town Council approval of AECOM, Payable through December 3, 2021, Project Name: New Box Hangar & Hangar Repair at the Hilliard Airpark in the amount of \$1,768.20.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT  
\$58,940.00**

- ITEM-15** Town Council approval of AECOM, Payable through November 5, 2021, Project Name: Security Improvements at the Hilliard Airpark in the amount of \$5,137.00.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT  
\$51,370.00**

- ITEM-16** Town Council approval of McInnis Services, LLC dba LMC Steel, Payable for Pay Request No. 4 through December 31, 2021, Project Name: New Box Hangar, Hangar Repair & New Equipment Storage Building at the Hilliard Airpark in the amount of \$47,883.80.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT  
\$544,157.00**

#### **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 second 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](http://www.townofhilliard.com).  
Live & recorded videos can be access at [www.youtube.com](http://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 Statues, 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.

## **2021 HOLIDAYS**

### **TOWN HALL OFFICES CLOSED**

1. Martin Luther King, Jr. Day	Monday, January 18, 2021
2. Memorial Day	Monday, May 31, 2021
3. Independence Day Monday	Monday, July 5, 2021
4. Labor Day	Monday, September 6, 2021
5. Veterans Day	Thursday, November 11, 2021
6. Thanksgiving Day	Thursday, November 25, 2021
7. Friday after Thanksgiving Day	Friday, November 26, 2021
8. Christmas Eve	Thursday, December 23, 2021
9. Christmas Day	Friday, December 24, 2021
10. New Year's Eve	Thursday, December 30, 2021
11. New Year's Day	Friday, December 31, 2021