

# 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, DECEMBER 02, 2021, 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

Ordinance No. 2021-10- Open Public Hearing  
An Ordinance Amending Chapter 54 of the Hilliard Town Code, Traffic and Vehicles to permit the use of Golf Carts on roads within the Town limits; providing for severability; providing for codification; and providing for an effective date.  
***Town Attorney Waugh***

Call for Public Comment  
Close Public Hearing on Ordinance 2021-10

### **REGULAR MEETING - Town Council Action**

Town Council Final Reading and Adoption of Ordinance No.2021-10.

## 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 approval of the Preliminary Plat Application #20211026  
The Tracks Subdivision  
Property Owner – Mason & Magnolia LLC  
Agent - Ben Buchanan - Parcel ID No. 08-3N-24-2380-0051-0030  
***Janis K. Fleet. AICP – Land Use Administrator***
- ITEM-4** Town Council approval of Hilliard Volunteer Fire Department 2021 Run Reimbursements.  
***Dallis Hunter – HVFD***
- ITEM-5** Town Council approval to accept Town Clerks recommendation to move Town Hall Administrative Assistant Hannah Martinez from Introductory Probationary status to Regular Full Time Employment status.  
***Lisa Purvis, MMC - Town Clerk***
- ITEM-6** Town Council approval of Streets Bulk Drainage Culvert Capital Purchase  
***Ritchie Rowe - Public Works Director***
- ITEM-7** Town Council approval of Playground Mulch Installation Expenditure  
***Gabe Whittenburg – Parks & Recreation Director***
- ITEM-8** Town Council approval of the Minutes from the November 18, 2021, Workshop and Regular Meeting.  
***Lisa Purvis, MMC - Town Clerk***
- ITEM-9** Town Council approval of AEC Electrical Contractors Inc., Payable for Pay Request No. 2 through November 30, 2021, Project Name: Security & Lighting at the Hilliard Airpark in the amount of \$49,400.00.  
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT  
\$165,000.00**
- ITEM-10** Town Council approval of Chad Brock Enterprises, Inc., Payable through November 16, 2021, Project Name: Turf Runway Maintenance and Improvements at the Hilliard Airpark in the amount of \$4,100.00.  
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT  
\$90,800.00**
- ITEM-11** Town Council approval of Chad Brock Enterprises, Inc., Payable through November 20, 2021, Project Name: Turf Runway Maintenance and Improvements at the Hilliard Airpark in the amount of \$25,500.00  
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT  
\$90,800.00**
- ITEM-12** Town Council approval of Nassau County Public Library System Donation for Fiscal Year 2021-2022, to Friends of the Hilliard Branch Library in the amount of \$8,000.00.  
**BUDGETED DONATION FROM GENERAL FUND TO CULTURE AND RECREATION**

**ITEM-13** Town Council approval of McInnis Services, LLC dba LMC Steel, Payable for Pay Request No. 3 through November 30, 2021, Project Name: New Box Hangar, Hangar Repair & New Equipment Storage Building at Hilliard Airpark in the amount of \$58,548.50.  
**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 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.

## **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