

# 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  
Joel Hall P.E., Public Works Director  
Gabe Whittenburg, Parks & Rec Director

## TOWN ATTORNEY

Christian Waugh

---

## AGENDA

THURSDAY, JUNE 06, 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

## PUBLIC HEARING

**ITEM-1** Ordinance No. 2024-02 – Amending Chapter 62 Zoning and Land Development Regulations of the Hilliard Town Code  
An Ordinance Amending Section 62-1 – Definitions; Amending Section 62-36 – Notice of Public Hearings; Amending Section 62-281 – Zoning District Regulations; Adding Section 62-386 – Wireless Telecommunication Facilities.  
***Mayor Beasley***

Open Public Hearing  
Call for Public Comments  
Close Public Hearing on Ordinance No. 2024-02

## TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-02, on Second and Final Reading.

**ITEM-2** Ordinance No. 2024-03 – Adding a Section to the Code of Ordinances regarding trespass warnings on public property and other property generally open to the public.

An Ordinance Adding a Section to the Code of Ordinances regarding trespass warnings on public property and other property generally open to the public.

**Mayor Beasley**

Open Public Hearing

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-03

**TOWN COUNCIL ACTION**

Town Council to adopt Ordinance No. 2024-03, on Second and Final Reading.

**REGULAR MEETING**

**ITEM-3** Additions/Deletions to Agenda

**ITEM-4** Town Council approval of the grant application submission for the FY 2024 Airport Improvement Program for land acquisition at the Hilliard Airport.

**Lisa Purvis, MMC – Town Clerk**

**ITEM-5** Town Council approval of the waste removal contract service agreement between Meridian Waste and the Town of Hilliard.

**Lisa Purvis, MMC – Town Clerk**

**ITEM-6** Town Council approval of the Kynex, Inc. contract with both the Town of Hilliard and the Town of Callahan splitting half the cost with Nassau County in celebration of their Westside Bicentennial Celebration to be held at the Northeast Florida Fairgrounds on July 4, 2024.

**John P. Beasley – Mayor**

**ITEM-7** Town Council to set a Workshop at 6:00 p.m. on July 18, 2024, for a one-hour presentation or to allow a 10–15-minute presentation on July 18, 2024, Agenda for Nassau County to discuss their growth framework and future planning.

**Elizabeth Backe – Nassau County Planning Director**

**ITEM-8** Town Council to consider the Hilliard Middle School High School’s request for a sports poster advertisement.

**Lisa Purvis, MMC – Town Clerk**

**ITEM-9** Town Council approval of Town Clerk’s Office staff new position descriptions with new titles and responsibilities.

**Lisa Purvis, MMC – Town Clerk**

**ITEM-10** Town Council approval of the Minutes for the May 16, 2024, Public Hearing & Regular Meeting and Workshop, and the May 20, 2024, Workshop.

**Lisa Purvis, MMC – Town Clerk**

**ITEM-11** Town Council approval of Kynex, Inc., Payable through May 22, 2024, Project Name: 2024 Fireworks Display in the amount of \$15,000.

**SPECIAL EVENTS PROJECT IN HILLIARD’S HALF LUMP SUM CONTRACT \$15,000**

- ITEM-12** Town Council approval of Manzie & Drake Land Surveying, Payable through May 30, 2024, Project Name: Florida Department of Transportation Land North in the amount of \$6,750.  
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$464,000**
- ITEM-13** Town Council approval of Site Savvy Inc., Payable through May 14, 2024, Project Name: Sewer Rehabilitation in the amount of \$18,500.  
**CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$18,500**
- ITEM-14** Town Council approval of the Payable through May 22, 2024, Project Name: 2024 IT Town Hall Park Expansion in the amount of \$32.95.  
**CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$25,512**

#### **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 accessed 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.

**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  |