

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

AGENDA

THURSDAY, JULY 21, 2022, 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

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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-2 Town Council approval of Pool Rental Agreement between Nassau County School District and Town of Hilliard for West Nassau High School and Hilliard Middle Senior High School Swim Teams.
Gabe Whittenburg – Parks & Recreation Director

ITEM-3 Town Council approval of Bus Rental Agreement between Nassau County School District and Town of Hilliard for bus rental for After School Program.
Gabe Whittenburg – Parks & Recreation Director

ITEM-4 Town Council to set additional Joint Workshop to review and discuss the proposed amendments to the Zoning and Land Development Regulations.
Janis K. Fleet, AICP - Land Use Administrator

ITEM-5 Town Council approval to set a Workshop followed by a Special Meeting for Monday, August 1, 2022, at 6:00 p.m. to advise the Nassau County Property Appraiser of the Proposed Millage Rate, Rolled-Back Rate, and date, time, and meeting place of the Tentative Budget Hearing.

Lisa Purvis, MMC - Town Clerk

ITEM-6 Town Council approval of the Minutes from the June 7, 2022, Regular Meeting.

Lisa Purvis, MMC - Town Clerk

ITEM-7 Town Council approval of Mittauer & Associates, Inc., Payable through June 24, 2022, Project Name: Walker Street Drainage and Paving in the amount of \$938.00.

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$45,000.00

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.
Live & recorded videos can be access 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 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.

2022 HOLIDAYS

TOWN HALL OFFICES CLOSED

1. Martin Luther King, Jr. Day	Monday, January 17, 2022
2. Memorial Day	Monday, May 30, 2022
3. Independence Day Monday	Monday, July 4, 2022
4. Labor Day	Monday, September 5, 2022
5. Veterans Day	Friday, November 11, 2022
6. Thanksgiving Day	Thursday, November 24, 2022
7. Friday after Thanksgiving Day	Friday, November 25, 2022
8. Christmas Eve	Friday, December 23, 2022
9. Christmas Day	Monday, December 26, 2022
10. New Year's Eve	Friday, December 30, 2022
11. New Year's Day	Monday, January 2, 2023



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: July 21, 2022

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

SUBJECT: Town Council approval of Pool Rental Agreement between Nassau County School District and Town of Hilliard for West Nassau High School and Hilliard Middle Senior High School Swim Teams.

BACKGROUND:

Hilliard and West Nassau have used our Town Pool for several swim seasons now. Swim Practice is scheduled to start August 1 according to the Florida High School Activities Association. This is a renewal to the agreement in place between both schools, the school district, and the town of Hilliard.

FINANCIAL IMPACT:

This is a revenue neutral agreement, although use of the pool often leads to additional pool rentals and visits to our pool during public swim.

RECOMMENDATION:

Approve proposed agreements between Town of Hilliard and respective schools.

**TOWN OF HILLIARD
PARK FACILITY USE AGREEMENT**

THIS PARK FACILITY USE AGREEMENT (the "Agreement") is hereby made effective this 31st day of May 2022, between the Town of Hilliard, a Florida municipal corporation (the "Town"), and the following entity or entities, Nassau County School District – Hilliard Middle-Senior High School (the "User").

1. **Property.** The Town agrees to grant User a non-exclusive license to use the Town's park facility located at 37516 Oxford St. Hilliard, FL 32046 and referred to as Town Pool (the "Property") for certain times and dates described in Section 2 of this Agreement. This license is not assignable.
2. **License Times.** The Town agrees that User shall be permitted to use the Property on the following dates and times: August – October 2022 (practice times 5pm -7pm on Monday, Tuesday and Thursday. Wednesdays (4pm-6pm). NOTE: Any weather make-up days must be approved by HP&R Director 24 hours in advance.

However, in no event shall the license extend past 12 months without renewal by the Town.

3. **User Information.** For the purposes of this Agreement, User provides the following contact information, which User agrees shall be used by the Town for communication and delivery of notices pursuant to this Agreement:

- Name of User: Nassau County School Board – WNHS
- Type of User (circle): Individual / Company / Partnership
- Authorized Agent: Jason Singley
- Title of Agent: Coach
- Contact Phone Number: 904-655-3493
- Contact Email: jjsingley@hotmail.com
- Contact Mail Address: 1 Warrior Drive
Callahan, FL 32011

4. **Purpose.** The Town and User agree that the license provided by the Town to User shall only be used for the following purpose: Swim Team Practice
5. **Maximum Occupancy.** The Town and User agree that the license is limited to a maximum occupancy of 20 persons.
6. **Fee.** As valuable and good consideration for the license provided in this Agreement, User agrees to pay the Town a fee of \$2,480.00 (\$826/mo.) on or before 8/2/22.
7. **Indemnification.** User hereby agrees to release, indemnify, and hold harmless the Town, its officers, Town Council members, department heads, staff, employees,

contractors, volunteers, and agent of any kind (cumulatively, the "Releasees") from and against all liability, including claims, demands, losses, damages, and expenses of every kind and description to persons who use the Property in any manner arising out of the purpose described in Section 4 of this Agreement by User. This includes liability resulting directly or indirectly from acts or omissions of Releasees or User, or the persons who User permits, invites, or contemplates using the Property pursuant to its purpose described in Section 4 of this Agreement, unless such liability results from the sole negligence of Releasees. Such indemnification and release includes attorney fees, court costs, dispute resolution costs, as well as costs of damage to property and expenses of every kind resulting from use of the Property. **Further, User agrees that it shall obtain a waiver and release form approved by the Town from all of its invitees and guests directly participating in the approved Use and provide copies to the Town.**

8. **Insurance.** At least seven (7) business days prior to the beginning date in Section 2, above, User shall acquire and provide to the Town copies of certificates of insurance verifying that User has obtained:

Provided via RMSH

- Commercial General Liability insurance in the amount of usage of park/facilities
- Automobile Liability insurance in the amount of _____
- Bodily Injury & Property Damage insurance in the amount of _____
- _____

9. **Cancellation.** Either User or Town may terminate the license at any time upon one giving written notice to the other, using the contact information provided in this Agreement. For purposes of the Town receiving notice, User shall provide written notice to the Town by email g.w.henbury@townofholland.com or regular mailing address 37514 Oxford St. Holland, FL 32096. In no event shall any fees provided by User be returned except in the Town's sole discretion.

10. **Force Majeure.** If by reason of fire, action of the elements, catastrophe, or some similar Act of God, the Property cannot be made available by the Town for use by User, and the use for which User desired using the Property cannot be rescheduled, then User shall release the Town from any and all claims, demands, agreements, and liabilities whatsoever that User may have had, except that the Town shall refund to User any prorated fees made by User to the Town less any costs incurred by the Town reasonably incurred in anticipation of the use.

11. **Property Damage.** User agrees that alcohol, illegal drugs, or smoking are not permitted on the Property. User shall be responsible for any and all damage to the Property caused by negligent or willful conduct of any person attending or participating in the use on the Property. Aside from normal wear and tear, any damages or losses resulting from an event will be assessed to User on the basis of actual cost of repair and/or replacement as determined by the Town.

12. **Disputes.** Any action arising out of the terms of this Agreement shall be brought in Nassau County, Florida, unless only a federal court has jurisdiction, in which case the case shall be brought in the U.S. District Court for the Middle District of Florida. Florida law shall govern this Agreement. The prevailing party in any litigation shall be entitled to recover its reasonable attorney fees and costs.
13. **Binding.** This Agreement shall be binding upon and inure to the benefit of the parties hereto, their agents, successors, and assigns, if permitted.
14. **Entire Agreement.** This Agreement embodies the entire agreement between the Town and User and there are no other representations, promises, agreements, conditions, or understandings, either oral or written, between the parties other than are set forth herein. No subsequent alteration or amendment to this Agreement shall be binding upon either the Town or User unless reduced to writing and executed by all parties.
15. **Other Terms.** _____

IN WITNESS WHEREOF, this Agreement is executed by the respective parties hereto.

DATED this ____ day of _____, 20__ by the Town of Hilliard, Florida.

DATED this ____ day of _____, 20__ by User.

ATTEST

TOWN OF HILLIARD

 Lisa Purvis, Town Clerk

By: _____
 Floyd Vanzant, Mayor

By: _____
 John Beasley, Council President

Witnesses as to execution by User

 Witness

 Witness

By: 
 USER
 Print: _____
 His: Richard Knott
 Athletic Director

TOWN OF HILLIARD PARK FACILITY USE AGREEMENT

THIS PARK FACILITY USE AGREEMENT (the "Agreement") is hereby made effective this 15th day of June, 2022, between the Town of Hilliard, a Florida municipal corporation (the "Town"), and the following entity or entities, Nassau County School District – Hilliard Middle-Senior High School (the "User").

1. **Property.** The Town agrees to grant User a non-exclusive license to use the Town's park facility located at 37516 Oxford St. Hilliard, FL 32046 and referred to as Town Pool (the "Property") for certain times and dates described in Section 2 of this Agreement. This license is not assignable.
2. **License Times.** The Town agrees that User shall be permitted to use the Property on the following dates and times: August – October 2022 (practice times 4pm -6pm on Monday, Tuesday and Thursday. NOTE: Any weather make-up days must be approved by HP&R Director 24 hours in advance.

However, in no event shall the license extend past December 2022 without renewal by the Town.

3. **User Information.** For the purposes of this Agreement, User provides the following contact information, which User agrees shall be used by the Town for communication and delivery of notices pursuant to this Agreement:

- Name of User: Nassau County School Board – HMSH
- Type of User (circle): Individual / Company / Partnership
- Authorized Agent: Gay Williams
- Title of Agent: Coach
- Contact Phone Number: 904-703-3032
- Contact Email: williamsgal1@nassau.k12.fl.us
- Contact Mail Address: 1 Flashes Ave
Hilliard, FL 32046

4. **Purpose.** The Town and User agree that the license provided by the Town to User shall only be used for the following purpose: Swim Team Practice
5. **Maximum Occupancy.** The Town and User agree that the license is limited to a maximum occupancy of 20 persons.
6. **Fee.** As valuable and good consideration for the license provided in this Agreement, User agrees to pay the Town a fee of \$1,440.00 (\$480/mo. on or before 8/2/22.
7. **Indemnification.** User hereby agrees to release, indemnify, and hold harmless the Town, its officers, Town Council members, department heads, staff, employees,

contractors, volunteers, and agent of any kind (cumulatively, the "Releasees") from and against all liability, including claims, demands, losses, damages, and expenses of every kind and description to persons who use the Property in any manner arising out of the purpose described in Section 4 of this Agreement by User. This includes liability resulting directly or indirectly from acts or omissions of Releasees or User, or the persons who User permits, invites, or contemplates using the Property pursuant to its purpose described in Section 4 of this Agreement, unless such liability results from the sole negligence of Releasees. Such indemnification and release includes attorney fees, court costs, dispute resolution costs, as well as costs of damage to property and expenses of every kind resulting from use of the Property. **Further, User agrees that it shall obtain a waiver and release form approved by the Town from all of its invitees and guests directly participating in the approved Use and provide copies to the Town.**

8. **Insurance.** At least seven (7) business days prior to the beginning date in Section 2, above, User shall acquire and provide to the Town copies of certificates of insurance verifying that User has obtained:
 - Commercial General Liability insurance in the amount of _____
 - Automobile Liability insurance in the amount of _____
 - Bodily Injury & Property Damage insurance in the amount of _____
 - _____
9. **Cancellation.** Either User or Town may terminate the license at any time upon one giving written notice to the other, using the contact information provided in this Agreement. For purposes of the Town receiving notice, User shall provide written notice to the Town by email _____ or regular mailing address _____. In no event shall any fees provided by User be returned except in the Town's sole discretion.
10. **Force Majeure.** If by reason of fire, action of the elements, catastrophe, or some similar Act of God, the Property cannot be made available by the Town for use by User, and the use for which User desired using the Property cannot be rescheduled, then User shall release the Town from any and all claims, demands, agreements, and liabilities whatsoever that User may have had, except that the Town shall refund to User any prorated fees made by User to the Town less any costs incurred by the Town reasonably incurred in anticipation of the use.
11. **Property Damage.** User agrees that alcohol, illegal drugs, or smoking are not permitted on the Property. User shall be responsible for any and all damage to the Property caused by negligent or willful conduct of any person attending or participating in the use on the Property. Aside from normal wear and tear, any damages or losses resulting from an event will be assessed to User on the basis of actual cost of repair and/or replacement as determined by the Town.

12. **Disputes.** Any action arising out of the terms of this Agreement shall be brought in Nassau County, Florida, unless only a federal court has jurisdiction, in which case the case shall be brought in the U.S. District Court for the Middle District of Florida. Florida law shall govern this Agreement. The prevailing party in any litigation shall be entitled to recover its reasonable attorney fees and costs.
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15. **Other Terms.** _____

IN WITNESS WHEREOF, this Agreement is executed by the respective parties hereto.

DATED this ____ day of _____, 20__ by the Town of Hilliard, Florida.

DATED this ____ day of _____, 20__ by User.

ATTEST

TOWN OF HILLIARD

 Lisa Purvis, Town Clerk

By: _____
 Floyd Vanzant, Mayor

By: _____
 John Beasley, Council President

Witnesses as to execution by User

 Witness

 Witness

USER

By: _____
 Print: _____
 Its: _____
 AD



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: July 21, 2022

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

SUBJECT: Town Council approval of Bus Rental Agreement between Nassau County School District and Town of Hilliard for bus rental for After School Program.

BACKGROUND:

Our After School program benefits from the use of NCSD bus dropping students from HES off in front of our offices during the school year. This is a renewal of the agreement in place between the district and the Town of Hilliard

FINANCIAL IMPACT:

Although an expenditure, it is a reasonable expense.

RECOMMENDATION:

Approve proposed agreements between Town of Hilliard and the Nassau County School District.

LDR AMENDMENT PROCESS SECTION 62-281 C-1 DISTRICT PERMITTED USES DAYCARES & CHILDCARE CENTERS						
ACTION DATE	BOARD	MEETING TYPE	ACTION PLAN	ACTION FOR	DATE FOR ACTION	DAYS OR TIME
6/2	TC	RM	APPROVAL OF DATES	AMEND LDR'S		DAY 1
6/3	TC		SEND 1ST PH TO NCR	ADVERTISE	6/16	
6/8	TC		NCR RUN 1ST PH	ADVERTISE	6/16	8 DAYS
6/16	TC	PH RM	HOLD 1ST PH & 1ST READ	ORDINANCE	6/16	
6/23	TC		SEND 2ND PH TO NCR	ADVERTISE	8/4	
6/29	TC		NCR RUN 2ND PH	ADVERTISE	8/4	36 DAYS
8/4	TC	PH RM	HOLD 2ND PH & 2ND READ	ORDINANCE	8/4	DAY 63
LDR AMENDMENT PROCESS REVIEW DATES						
ACTION DATE	BOARD	MEETING TYPE	ACTION PLAN	ACTION FOR	DATE FOR ACTION	DAYS OR TIME
6/2	TC	RM	SET JOINT WS DATES	AMEND LDR'S		
6/13	P&Z TC	JWS	REVIEW ARTICLES I, II, III & IV	AMEND LDR'S	TBD	6PM
7/14	P&Z TC	JWS	REVIEW ARTICLES IV, V, VI, VII	AMEND LDR'S	TBD	6PM
7/18	P&Z TC	JWS	REVIEW ARTICLES X, XI & XII	AMEND LDR'S	TBD	6PM
TBD	P&Z TC	JWS	REVIEW ARTICLES XIII, XIV, XV & XVII	AMEND LDR'S	TBD	TBD
NO. OF PAGES	PAGE NO.	ARTICLE	ARTICLE TITLE	NO. OF PAGES	ARTICLE	ARTICLE TITLES GROUPED
4	1	I	General	4	I	General
11	5	II	Administration and enforcement	11	II	Administration and enforcement
2	16	III	Zoning Districts Established; Zoning Atlas	2	III	Zoning Districts Established; Zoning Atlas
11	17	IV	District Regulations	11	IV	District Regulations
2	29	V	Planned Unit Developments	10	VI	Supplementary Regulations
10	32	VI	Supplementary Regulations	3	VII	Signs
3	42	VII	Signs	2	V	Planned Unit Developments
19	45	VIII	Flood Damage Prevention	2	XIII	Subdivision
5	64	IX	Airport Zoning	2	XIV	Platting
6	69	X	Proportionate Fair Share	1	XV	Design Standards
11	75	XI	Landscaping	3	XVI	Required Improvements
6	86	XII	Trees	6	X	Proportionate Fair Share
2	91	XIII	Subdivision	11	XI	Landscaping
2	93	XIV	Platting	6	XII	Trees
1	95	XV	Design Standards	49	VIII	Flood Damage Prevention
3	96	XVI	Required Improvements	5	IX	Airport Zoning

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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

MINUTES

THURSDAY, JULY 07, 2022, 7:00 PM

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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

PRESENT

Mayor Floyd Vanzant
Council President John Beasley
Council Pro Tem Kenny Sims
Councilman Lee Pickett
Councilwoman Callie Kay Bishop

ABSENT

Councilman Jared Wollitz

MAYOR

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

No public wish to address the Council.

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

Motion made to delete Item-11, due to the Fortiline Waterworks Payable being coded as a Capital Funded Project in error.

Motion made by Councilman Pickett, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

Item-15 Motion to reschedule the Town Council Joint Workshop on July 21, 2022, at 6:00 p.m. regarding the vacating of alleyways.

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-2 Town Council to review and accept the Building Officials Quarterly Report for April 1, 2022, through June 30, 2022.

Bryan Higginbotham, CBO – Building Official

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-3 Town Council to review and accept the Code Enforcement Officers Quarterly Report for April 1, 2022, through June 30, 2022.

Del Miley, FACE – Code Enforcement Officer

Councilman Pickett asks if there are people living in the campers that are in the yard at the house across from Jack Rabbit Convenient Store on County Road 108.

Code Enforcement Officer Miley advises that he has talked to the home owner and she stated no one was living there, but he would go back to recheck.

Motion made by Councilman Pickett, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-4 Town Council to review and accept the Land Use Administrators Quarterly Report for April 1, 2022, through June 30, 2022.

Janis K. Fleet, AICP – Land Use Administrator

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-5 Town Council approval of the Minutes from the May 24, 2022, and June 13, 2022, Joint Workshops and the June 16, 2022, Regular Meeting.

Lisa Purvis, MMC - Town Clerk

Motion made by Councilman Pickett, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-6 Town Council approval of AECOM, Payable through May 27, 2022, Project Name: Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Cone, and PAPIs at the Hilliard Airpark in the amount of \$28,927.50.

**FAA AIP 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$86,388.00**

Motion made by Councilwoman Bishop, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-7 Town Council approval of AECOM, Payable Final through May 27, 2022, Project Name: Equipment Storage Building at the Hilliard Airpark, in the amount of \$839.60.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$41,980.00**

Motion made by Councilman Pickett, Seconded by Councilwoman Bishop.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-8 Town Council approval of Chad Brock Enterprises, Inc., Payable through June 29, 2022, Project Name: Turf Runway Maintenance and Improvement at the Hilliard Airpark in the amount of \$9,100.00.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$90,800.00**

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-9 Town Council approval of Dixon Tree and Lawn Service, Payable for Mow No. 4 through June 20, 2022, Project Name: Mowing of Town Right of Ways in the amount of \$8,750.00.

MAINTENANCE FUNDED PROJECT LUMP SUM CONTRACT \$70,000.00

Council Pro Tem Sims asks Public Works Director Rowe how it is going.
Public Works Director Rowe advised it is going well.

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ITEM-10 Town Council approval of Florida Roads Trucking, LLC, Payable through June 21, 2022, Project Name: Walker Street Drainage and Paving in the amount of \$520.00.

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$45,000.00

Council President Beasley asks how much of the project has been completed and if it is almost done.

Public Works Director Rowe advised he is trying to get asphalt paving quotes after getting the basin moved and the base down on the street.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

- ITEM-11 Town Council approval of FORTLINE Waterworks, Payable through June 13, 2022, Project Name: Walker Street Drainage and Paving in the amount of \$1,795.86.

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$45,000.00

Item Deleted

- ITEM-12 Town Council approval of KYNEX, Inc. Payable Final through July 2, 2022, Project Name: 2022 Fireworks Display in the amount of \$7,500.00.
SPECIAL EVENTS PROJECT HILLIARD'S HALF LUMP SUM CONTRACT \$15,000.00

Council President Beasley thanks everyone that helped with putting the event on.

Council Pro Tem Sims advises that Mr. Glenn Higginbotham reached out to him and stated that Fireworks Display should be held on July 4th, no matter the cost.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

- ITEM-13 Town Council approval of Master Road Clean Concrete Recycling, LLC, Payable through June 21, 2022, Project Name: Walker Street Drainage and Paving in the amount of \$1,527.60.

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$45,000.00

Motion made by Councilman Pickett, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

- ITEM-14 Town Council approval of TCA Electrical Contractors, Inc., Payable Pay No. 1 through June 9, 2022, Project Name: Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Cone, and PAPs at the Hilliard Airpark in the amount \$266,971.85.

FAA AIP 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$307,025.00

Council Pro Tem Sims asks if this project is almost finished.

Town Clerk Purvis states that yes, most everything is at 100% completion.

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ADDED ITEMS

ITEM-15 Town Council to reschedule the July 21, 2022, at 6:00 p.m. Joint Workshop to August 4, 2022, at 6:00 p.m. regarding vacating alleyways so that the Land Use Administrator, Janis Fleet, can be present.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

ADDITIONAL COMMENTS**PUBLIC**

No public comment.

MAYOR & TOWN COUNCIL

Mayor Vanzant reads the upcoming meeting dates:

July Meetings:

Thursday, 07-14-2022	@ 6PM	Joint Workshop (LDR'S)
Monday, 07-18-2022	@ 6PM	Joint Workshop (LDR'S)
Thursday, 07-21-2022	@ 7PM	Regular Meeting

August Meetings:

Thursday, 08-04-2022	@ 6PM	Joint Workshop (Alleyways)
Thursday, 08-04-2022	@ 7PM	Public Hearing & Regular Meeting (Ord 2022-02)
Thursday, 08-18-2022	@ 7PM	Regular Meeting

ADMINISTRATIVE STAFF**PRESENT**

Town Clerk, Lisa Purvis

Public Works Director, Ritchie Rowe

ABSENT

Parks & Recreation Director, Gabe Whittenburg

Council President Beasley speaks for Parks & Recreation Director Whittenburg and states that Parks & Recreation is doing great; They have Flag Football going on tonight.

TOWN ATTORNEY

No comment.

ADJOURNMENT

Motion to adjourn at 7:26 p.m.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilwoman Bishop

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

John P. Beasley
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

Floyd L. Vanzant
Mayor

MITTAUER & ASSOCIATES,
INC.
580-1 WELLS ROAD
ORANGE PARK, FL 32073
904-278-0030



Invoice 22306

ITEM-7

BILL TO

Town of Hilliard
P.O. Box 249
Hilliard, FL 32046
Attn: Lisa Purvis

DATE
07/13/2022

PLEASE PAY
\$938.00

DUE DATE
08/02/2022

M&A PROJECT NO.
9610-23-1

DESCRIPTION	QTY	RATE	AMOUNT
WALKER STREET CUL DE SAC IMPROVEMENTS TOWN OF HILLIARD, FLORIDA			

Engineering services regarding the Walker Street Cul de Sac Improvements project including civil design services, coordination, and correspondence during the period May 1, 2022 through June 24, 2022.

AMOUNT EARNED THIS PERIOD:

Sr Project Director	0.50	196.00	98.00
Sr Engineering Designer	6	140.00	840.00

Thank you for your business!

TOTAL DUE **\$938.00**

THANK YOU.