

# 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

## STAFF

Lisa Purvis, Town Clerk  
Richie Rowe, Public Works Director  
Kyle Malucci, Parks & Rec Director

## TOWN ATTORNEY

Christian Waugh

---

## Agenda

**Thursday, September 3, 2020 at 7:00 p.m.**

**Call to Order**

**Roll Call**

**Prayer & Pledge of Allegiance**

## PUBLIC HEARING

### ITEM-1

Transmittal Public Hearing - Comprehensive Plan Amendment –  
Department of Economic Opportunity

**THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA PROPOSES TO TRANSMIT AMENDMENTS TO THE HILLIARD COMPREHENSIVE PLAN AFTER AN EVALUATION AND APPRAISAL OF THE COMPREHENSIVE PLAN.**

### ITEM-2

Open Public Hearing on Ordinance No. 2020-06  
Temporary Moratorium Medical Marijuana

**AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, EXTENDING THAT CERTAIN ORDINANCE NO. 2017-05, KNOWN AS THE "MEDICAL MARIJUANA MORATORIUM ORDINANCE," APPROVED AND ADOPTED BY THE TOWN COUNCIL ON MARCH 2, 2017, FOR A PERIOD OF AN ADDITIONAL SIX MONTHS FROM SEPTEMBER 1, 2020 TO MARCH 1, 2021; PROVIDING FOR THE CONTINUED VALIDITY OF ALL OTHER PROVISIONS OF ORDINANCE NO. 2017-05; AND PROVIDING AN EFFECTIVE DATE.**

Call for Public Comment

Close Public Hearing on Ordinance No. 2020-06

### ITEM-3

Open Public Hearing on Ordinance No. 2020-07  
Fiscal Year 2020-2021 Tentative Millage Rate (TRIM)

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION CONCERNING THE AD VALOREM TAX MILLAGE RATE FOR THE 2020-2021 YEAR FOR THE TOWN OF HILLIARD, FLORIDA; ADVISING THE NASSAU COUNTY PROPERTY APPRAISER OF THE "ROLLED BACK RATE" AND OF THE FINAL ADOPTED MILLAGE RATE; PROVIDING AN EFFECTIVE DATE.**

Call for Public Comment  
Close Public Hearing on Ordinance No. 2020-07

- ITEM-4** Open Public Hearing on Ordinance No. 2020-08  
Fiscal Year 2020-2021 Tentative Budget  
**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ESTIMATING INCOME, APPROPRIATING FUNDS AND ADOPTING A BUDGET FOR THE 2020-2021 FISCAL YEAR FOR THE TOWN OF HILLIARD; PROVIDING AN EFFECTIVE DATE.**  
Call for Public Comment  
Close Public Hearing on Ordinance No. 2020-08

## **REGULAR MEETING**

- ITEM-5** Additions/Deletions to Agenda

## **PAYABLES**

- ITEM-6** August 2020

## **MINUTES**

- ITEM-7** 07-30-2020 Special Meeting  
08-06-2020 Public Hearing & Regular Meeting  
08-20-2020 Regular Meeting

## **PRESENTATION**

- ITEM-8** Nassau County Economic Development Board Update & Fiscal Year 2020-2021 Request – Sherri Mitchell, Interim Executive Director

## **TOWN COUNCIL**

- ITEM-9** Transmittal - Comprehensive Plan Amendment – Department of Economic Opportunity – Approve to Transmit  
**THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA PROPOSES TO TRANSMIT AMENDMENTS TO THE HILLIARD COMPREHENSIVE PLAN AFTER AN EVALUATION AND APPRAISAL OF THE COMPREHENSIVE PLAN.**

- ITEM-10** Community Development Block Grant Department of Economic Opportunity Mitigation Grant - Funding Request Submittal Approval

- ITEM-11** Capital Expense Approval – Oxford Street Park Drainage Improvements Engineering Agreement

- ITEM-12** Ordinance No. 2020-06 – Temporary Moratorium Medical Marijuana Second and Final Reading  
**AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, EXTENDING THAT CERTAIN ORDINANCE NO. 2017-05, KNOWN AS THE "MEDICAL MARIJUANA MORATORIUM ORDINANCE," APPROVED AND ADOPTED BY THE TOWN COUNCIL ON MARCH 2, 2017, FOR A PERIOD OF AN ADDITIONAL SIX MONTHS FROM SEPTEMBER 1, 2020 TO MARCH 1, 2021; PROVIDING FOR THE CONTINUED VALIDITY OF ALL OTHER PROVISIONS OF ORDINANCE NO. 2017-05; AND PROVIDING AN EFFECTIVE DATE.**

**ITEM-13** Ordinance No. 2020-07 – Fiscal Year 2020-2021 Tentative Millage Rate (TRIM)  
Tentative Reading & Set Final Public Hearing  
**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION CONCERNING THE AD VALOREM TAX MILLAGE RATE FOR THE 2020-2021 YEAR FOR THE TOWN OF HILLIARD, FLORIDA; ADVISING THE NASSAU COUNTY PROPERTY APPRAISER OF THE “ROLLED BACK RATE” AND OF THE FINAL ADOPTED MILLAGE RATE; PROVIDING AN EFFECTIVE DATE.**

**ITEM-14** Ordinance No. 2020-08 – Fiscal Year 2020-2021 Tentative Budget  
Tentative Reading & Set Final Public Hearing  
**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ESTIMATING INCOME, APPROPRIATING FUNDS AND ADOPTING A BUDGET FOR THE 2020-2021 FISCAL YEAR FOR THE TOWN OF HILLIARD; PROVIDING AN EFFECTIVE DATE.**

**ITEM-15** Hilliard Parks & Recreation Gymnastics Program – Fundraiser Port A  
Cool Town Gym – Jenni Bradley, John Bradley & Belinda Cook

**ITEM-16** Parks & Recreation Director – 30 of 90 Day Review

#### **PUBLIC WORKS DIRECTOR**

**ITEM-17** Capital Expense Approval – Mikkelsen Estate Installation Culvert & Mitered Ends Project

#### **PARKS & RECREATION DIRECTOR**

**ITEM-18** Fall Flag Football Below 50 Participants Minimum Approval & Cost Analysis

#### **TOWN ATTORNEY**

**ITEM-19** Draft Ordinance Amending Town Code Chapter 2 - Administration  
Division 1 Purchasing and Procurement Procedures

**ITEM-20** Metal Detector Club Permission Request – Chip Kirkpatrick, Historical Recovery Association of NE Florida

#### **CLOSING COMMENTS**

- **PUBLIC**

- Informational items or Emergency (consent/vote) Audience members that address the Council shall speak from the podium.
- Each speaker shall state their name and place of residence and speak on Town matters only.
- No comments from Council or audience during speaker's time.
- Council may make comments and ask questions before speaker leaves the podium.
- Audience will be given time at podium for comments and questions as granted by Chairman. (The Chairman can limit time of each speaker to 3 minutes.)

- **MAYOR & COUNCIL**

- Mayor Floyd L. Vanzant
- Council Pro Tem Kenny Sims
- Council Member Lee Pickett
- Council Member Jared Wollitz

- Council Member Callie Kay Bishop
- Council President John P. Beasley
- **ADMINISTRATIVE STAFF**
  - Town Clerk Lisa Purvis
  - Public Works Director Richie Rowe
  - Parks & Recreation Director Kyle Malucci
- **LEGAL**
  - Town Attorney Christian Waugh

## **REQUIREMENTS**

**PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, 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.

## **ADDRESSING THE COUNCIL**

**Individuals or groups may address comments to the Town Council at any Regular Meeting by following the established procedures.** The maximum allotted time for a presentation is three (3) minutes per person. A speaker's time may not be allocated to others. The Council will permit individuals' comments on agenda items at the time the item is under consideration. Individuals must complete a form located next to the printed agendas in the Council Chambers. Thirty minutes will be set-aside at the end of the meeting for public discussion on non-agenda items.

## **ADJOURNMENT**

**Persons with disabilities requiring accommodations** in order to participate in this program or activity should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.