

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

MINUTES

THURSDAY, JULY 15, 2021, 7:00 PM

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor Floyd Vanzant
Council President John Beasley
Councilwoman Callie Kay Bishop
Councilman Lee Pickett

ABSENT

Councilman Jared Wollitz
Council Pro Tem Kenny Sims

OTHERS PRESENT

Town Clerk Lisa Purvis
Public Works Director Richie Rowe
Town Attorney Christian Waugh- via phone
Land Use Administrator Janis Fleet- via phone
Building Official/Inspector Bryan Higginbotham
Code Enforcement Officer Del Miley

MAYOR

Mayor Vanzant asks if there are any members in the audience wishing to address the Council on matters not on the Agenda.

No public wish to address the Council.
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PUBLIC HEARING

ITEM-1

Amending Chapter 62 Zoning and Land Development Regulations Code
Amending Section 62-359 – Accessory Uses and Structures (Clarifying Contiguous Lot).

ORDINANCE NO. 2021-06

AN ORDINANCE AMENDING CHAPTER 62 ZONING AND LAND DEVELOPMENT REGULATIONS OF THE HILLIARD TOWN CODE; AMENDING SECTION 62-359. ACCESSORY USES AND STRUCTURES; ADDING LANGUAGE TO SUBSECTION (a) TO INCLUDE A LOT SPLIT BY A RIGHT OF WAY OF NO MORE THAN 25 FEET AS A CONTIGUOUS LOT; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney Waugh reads Ordinance No. 2021-06, by title.

Mayor Vanzant asks for disclosure of any Ex Parte Communication.

Mayor Vanzant opens the Public Hearing on Ordinance No. 2021-06 and calls for Public Comments:

No public comments are made.

Motion to close the Public Hearing on Ordinance No. 2021-06 at 7:09 p.m.

Motion made by Council President Beasley, Seconded by Councilman Pickett.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

Hilliard Town Council Action – Ordinance No. 2021-06

Motion to adopt Ordinance No. 2021-06, on First Reading and Set the Second Public Hearing and Final Reading for Thursday, August 19, 2021, at 7:00 p.m.

Motion made by Councilman Pickett, Seconded by Council President Beasley.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No items added or deleted from the agenda.

ITEM-3 Town Council approval of Land Use Administrator Quarterly Report for the period ending June 30, 2021.

Land Use Administrator – Janis Fleet, AICP

Report is provided to the Council for review. No comments or questions.

ITEM-4 Town Council approval of Code Enforcement Quarterly Report for the period ending June 30, 2021.

Code Enforcement Officer – Del Miley

Report is provided to the Council for review. No comments or questions.

ITEM-5 Town Council approval of Building Inspectors/Official Quarterly Report for the period ending June 30, 2021.

Building Inspector/Official – Bryan Higginbotham

Report is provided to the Council for review. No comments or questions.

- ITEM-6** Update following Joint Workshop between the Town Council and Planning & Zoning Board for Daysprings Common Planned Unit Development Project. A Mixed-Use Development to be Constructed and Operated by Dayspring Health, LLC. Located at Orange Street and West Sixth Street on 4.17 acres.

Land Use Administrator – Janis Fleet, AICP

Mr. Adkin's has reached out to Janis Fleet to discuss other options to develop his property and they have set a meeting for Tuesday, July 20, 2021.

- ITEM-7** Update following Joint Workshop between the Town Council and Planning & Zoning Board regarding the potential to develop policy and procedures to make the Town of Hilliard a Golf Cart Friendly Community.

Land Use Administrator – Janis Fleet, AICP

Land Use Administrator, Janis Fleet plans to contact Town Attorney Waugh on Tuesday, July 20, 2021, to discuss developing an ordinance that will establish the Town of Hilliard as a Golf Cart Friendly Community.

- ITEM-8** Town Council approval to set a Special Meeting for Monday, July 26, 2021, at 7:00 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.

Town Clerk – Lisa Purvis, MMC

Motion to set Special Meeting for Monday, July 26, 2021, at 7:00 p.m.

Motion made by Council President Beasley, Seconded by Councilman Pickett.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

- ITEM-9** Town Council approval to set a Workshop for Monday, July 26, 2021, at 6:00 p.m. to discuss Capital Long Term Goals for the Parks & Recreation Department.

Parks & Recreation Director – Gabe Whittenburg

Motion to set Workshop for Monday, July 26, 2021, at 6:00 p.m.

Motion made by Council President Beasley, Seconded by Councilman Pickett.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

- ITEM-10** Town Council approval to set Budget Workshop for August 5th, August 19th, September 2nd and September 16th at 6:00 p.m. to discuss Department Revenues and Operating and Capital Expenditures. To establish a Budget for the 2021-2022 Fiscal Year and Five Capital Improvement Plan.

Town Clerk – Lisa Purvis, MMC

Motion to set the Fiscal Year 2021-2022 Budget Workshops.

Motion made by Councilman Pickett, Seconded by Councilwoman Bishop.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

ITEM-11 Town Council approval of the Minutes from the July 1, 2021, Regular Meeting.

Town Clerk – Lisa Purvis, MMC

Motion to approve Minutes for the July 1, 2021, Regular Meeting.

Motion made by Councilman Pickett, Seconded by Councilwoman Bishop.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

ITEM-12 Town Council approval of AECOM Payable thru June 25, 2021, Project Name: Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Code, and PAPIs at the Hilliard Airpark in the amount of \$6,094.30.

**FAA 90% & FDOT 10% FUNDED PROJECT LUMP SUM AMOUNT
\$60,943.00**

Motion to approve AECOM Payable in the amount of \$6,094.30.

Motion made by Councilwoman Bishop, Seconded by Councilman Pickett.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

ITEM-13 Town Council approval of Hilliard Aviation, Inc. Maintenance Cost Reimbursement from the remaining balance of FAA CARES ACT Grant Funds for expenses incurred between March 2020 thru December 2020 at the Hilliard Airpark in the amount of \$13,705.00.

**FAA CARES ACT GRANT OFFER 100% FUNDED LUMP SUM
AMOUNT \$30,000.00**

Motion to reimburse Hilliard Aviation, Inc in the amount of \$13,705.00 from the FAA CARES ACT Funds received.

Motion made by Councilman Pickett, Seconded by Council President Beasley.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

ITEM-14 Town Council approval of KYNEX, Inc. Payable balance for the July 3, 2021, Fireworks Display in the amount of \$6,400.00.

**SPECIAL EVENTS PROJECT SPLIT BETWEEN THE TOWN OF
HILLIARD AND THE TOWN OF CALLAHAN, EACH TOWN PAYING
HALF THE COST OF \$12,800.00, FOR A TOTAL DISPLAY COST OF
\$25,600.00**

Motion to approve KYNEX Payable in the amount of \$6,400.00.

Motion made by Council President Beasley, Seconded by Councilman Pickett.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

Absent: Council Pro Tem Sims and Councilman Wollitz.

ITEM-15 Town Council approval of Smart Quality Lawn Care Payable No. 4 thru July 2, 2021, Project Name: Mowing of Town Right of Ways in the amount of \$5,500.00.

**MAINTENANCE FUNDED PROJECT LUMP SUM CONTRACT
\$66,000.00**

Motion to approve Smart Quality Lawn Care Payable #4 in the amount of \$5,500.00.

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

ITEM-16 Town Council approval of Mittauer & Associates, Inc. Payable thru June 25, 2021, Project Name: Oxford Park Drainage Improvements in the amount of \$3,000.00.

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$22,500.00

Motion to approve Mittauer & Associates, Inc. in the amount of \$3,000.00.

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Councilwoman Bishop congratulates Town Attorney Waugh on his new baby girl.

Council President Beasley Impressed with the Fireworks Show and he talked to several people both good and bad but the only bad was that they could not sit out on their own porch and no longer see. After talking with Mr. Paul Schwend from Callahan and him talking with the Callahan Town Council they were all pleased with the show and the location of the show and would like to continue to do together. Mr. Keith Wingate with the Fair Association stated that he would like to expand next year and open the midway up and have food trucks.

Knows why several are missing tonight and hopes that everyone is back soon.

Congratulates Town Attorney Waugh on the birth of his daughter.

Mayor Vanzant advises of the following upcoming meeting dates:

Monday, 07/26/2021 @ 6PM	Workshop (P&R Department)
Monday, 07/26/2021 @ 7PM	Special Meeting (TRIM)
Thursday, 08/05/2021 @ 6PM	Workshop (Budget)
Thursday, 08/05/2021 @ 7PM	Regular Meeting
Thursday, 08/19/2021 @ 6PM	Workshop (Budget)
Thursday, 08/19/2021 @ 7PM	Public Hearing & Regular Meeting
Thursday, 09/02/2021 @ 6PM	Workshop (Budget)
Thursday, 09/02/2021 @ 7PM	Regular Meeting
Thursday, 09/16/2021 @ 6PM	Workshop (Budget)
Thursday, 09/16/2021 @ 7PM	Public Hearing & Regular Meeting

ADMINISTRATIVE STAFF

Parks & Recreation Director Gabe Whittenburg Not present, out coaching one of the flag football teams.

Public Works Director Richie Rowe Congratulates Town Attorney Waugh on the birth of his daughter and advises that Public Works employee Cory Hobbs and his wife had their baby also this week, a boy.

Wants to thank Chad Brock while he is here tonight for being a good neighbor to the Wastewater Treatment Plant and for all the help that he was with the wetland ponds.

Town Clerk Lisa Purvis Congratulates Town Attorney Waugh on the birth of his daughter and Public Works employee Cory Hobbs on the birth of his son.

TOWN ATTORNEY

Town Attorney Christian Waugh Wishes Councilwoman Bishop a Happy Birthday.

Thank you to everyone for the well wishes and congratulations on his baby he will share this with his wife.

Did not complete settlement agreement for the Hern's with everything going on in his family but will have ready for the next meeting on August 5, 2021.

ADJOURNMENT

There being no additional business.

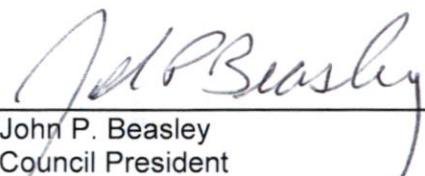
Motion to adjourn the meeting at 7:40 p.m.

Motion made by Council President Beasley, Seconded by Councilman Pickett.

Voting Yea: Councilman Pickett, Councilwoman Bishop and Council President Beasley.

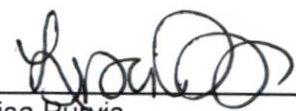
Absent: Council Pro Tem Sims and Councilman Wollitz.

Approved this 5th day of August, 2021 by the Hilliard Town Council, Hilliard, Florida.



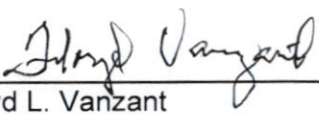
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor