

# 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

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## Agenda

Thursday, May 21, 2020 at 7:00 p.m.

Call to Order  
Roll Call  
Prayer & Pledge of Allegiance

## REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

## PAYABLES

ITEM-2 May 2020

## MINUTES

ITEM-3 05-07-2020 Public Hearing & Regular Meeting

## PRESENTATION

ITEM-4 Transportation Improvement Program (TIP) Fiscal Year  
2020/2021 – 2024/2025 – Milton Locklear, North Florida TPO

## TOWN COUNCIL

ITEM-5 Set Workshop – Discuss Restructuring of Mayor’s Duties

ITEM-6 Set Workshop – Discuss Town Clerk Employee Complaint & Response

## TOWN CLERK

ITEM-7 Tyler ExecuTime - Electronic Biometric Time Tracking System Policy

## PUBLIC WORKS DIRECTOR

ITEM-8 Trash Trap Grit Removal WWTP – U.S. Submergent Technologies  
(USST)

## PARKS & RECREATION DIRECTOR

ITEM-9 NCSB School Bus Rental Agreement – Summer Field Trips

ITEM-10 Park Facility Use Agreement – Pool Facility Use Summer 2020 WNHS

## TOWN ATTORNEY

### ITEM-11 Zoning Board Appeal – Rules Briefing and Procedures

#### 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.