

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
Cory Hobbs, Public Works Director
Gabe Whittenburg, Parks & Rec Director
Lee Anne Wollitz, Land Use Administrator
TOWN ATTORNEY
Christian Waugh

AGENDA

THURSDAY, JUNE 04, 2026, 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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-2 Town Council to consider Ordinance No. 2026-01, an ordinance relating to Public Right-of-Way or Alley; making findings; vacating Blocks 68, 69, and 71 of Public Right-of-Way, Streets, and Alleys within and adjacent to "North Hilliard Terrace" and the "Map of Hilliard"; within the Town of Hilliard, Florida; authorizing recording of a certified copy of this ordinance; providing for severability; and providing for an effective date. Adopting on First Reading and Set Public Hearing & Final Reading for July 2, 2026.
Lisa Purvis, MMC – Town Clerk

- ITEM-3** Town Council to consider Ordinance No. 2026-02, an ordinance of the Town of Hilliard, Nassau County, Florida, amending the Town Charter to remove the residency requirement for the Town Clerk; providing for conflict, severability, administrative correction of scrivener's error, publication and effective date. Adopting on First Reading and Set Public Hearing & Final Reading for July 2, 2026.
Lisa Purvis, MMC – Town Clerk
- ITEM-4** Town Council to consider Ordinance No. 2026-03, an ordinance of the Town of Hilliard, Nassau County, Florida, amending the Town Charter to reflect the integration of a Town Manager; providing for conflict, severability, administrative correction of scrivener's error, publication and effective date. Adopting on First Reading and Set Public Hearing & Final Reading for July 2, 2026.
Lisa Purvis, MMC – Town Clerk
- ITEM-5** Planning & Zoning Board makes recommendation to Town Council to allow the amended pre-application for the vacation of Alleys Within Blocks: 92, 95, 106-111, 113, 115-117 and Portions W 6th Ave to move forward to Final application.
Lee Anne Wollitz – Land Use Administrator
- ITEM-6** Town Council to consider a request for donation from the Marine Corp League for the purchase of toys to be distributed at the Northeast Florida Fairgrounds Toys for Tots giveaway.
Lisa Purvis, MMC – Town Clerk
- ITEM-7** Town Council approval of Phoenix Process Equipment Co., Payable through May 14, 2026, Project Name: Wastewater Treatment Plant Belt Press, in the amount of \$60,700.00.
CAPITAL FUNDED PROJECT BUDGETED \$60,000
- ITEM-8** Town Council approval of PQH Group, Payable through May 20, 2026, Project Name: Hurricane Shelter / Community Center Project in the amount of \$4,800.00.
FDEM 100% GRANT FUNDED PROJECT \$5,890,200; PQH GROUP LUMP SUM CONTRACT \$572,000
- ITEM-9** Town Council approval of TB Landmark Construction, Payable through April 23, 2026, Project Name: MH 167 and MH 170 Repairs, Pay Request No. 2 in the amount of \$178,536.84.
CAPITAL FUNDED PROJECT BUDGETED \$300,000; TB LANDMARK CONSTRUCTION LUMP SUM CONTRACT \$323,267.52

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 fourth 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.

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 accessed 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.

2026 HOLIDAYS

TOWN HALL OFFICES CLOSED

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| 1. Martin Luther King, Jr. Day | Monday, January 19, 2026 |
| 2. Memorial Day | Monday, May 25, 2026 |
| 3. Independence Day | Friday, July 3, 2026 |
| 4. Labor Day | Monday, September 7, 2026 |
| 5. Veterans Day | Wednesday, November 11, 2026 |
| 6. Thanksgiving Day | Thursday, November 26, 2026 |
| 7. Friday after Thanksgiving Day | Friday, November 27, 2026 |
| 8. Christmas Eve | Thursday, December 24, 2026 |
| 9. Christmas Day | Friday, December 25, 2026 |
| 10. New Year's Eve | Thursday, December 31, 2026 |
| 11. New Year's Day | Friday, January 1, 2027 |