

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, NOVEMBER 20, 2025, 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

PUBLIC HEARING

ITEM-1 Ordinance No 2025-08 – Regulating Water & Sewer Usage Rates; and providing for an effective date.

Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2025-08

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2025-08, on Second & Final Reading.

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

- ITEM-3** Town Council to appoint Michael Hallman as a Planning & Zoning Board Member for the remaining 3-year term vacated by Josetta Lawson ending December 2025 and the serve a new term from January 2026 through December 2028.
Lee Anne Wollitz – Land Use Administrator
- ITEM-4** Town Council to appoint Dalton Hood as a Planning & Zoning Board Member for the remaining 3-year term vacated by Wendy Prather ending December 2026.
Lee Anne Wollitz – Land Use Administrator
- ITEM-5** Town Council to consider Ordinance No. 2025-17, an ordinance of the Town of Hilliard, Nassau County, Florida, Amending Chapter 14 of the Town Code to create an article, addressing Unsafe Structures and/or Conditions; Providing for Conflict, Severability, Administrative Correction of Scriveners Error, Publication and Effective Date. Adopting on First Reading and Set Public Hearing & Final Reading for December 18, 2025.
Lisa Purvis, MMC – Town Clerk
- ITEM-6** Town Council approval of Position Process for Lee Anne Wollitz’s transition from Introductory/Probationary status to Regular Full-Time.
Cory Hobbs – Public Works Director
- ITEM-7** Town Council approval of Position Process for Colt Gandy’s transition from Introductory/Probationary status to Regular Full-Time.
Cory Hobbs – Public Works Director
- ITEM-8** Town Council approval of the Minutes for the November 6, 2025, Public Hearing & Regular Meeting.
Lisa Purvis, MMC – Town Clerk
- ITEM-9** Town Council approval of Nassau County Council on Aging Donation for Fiscal Year 2025-2026, to assist seniors with their Water & Sewer Bills in the amount of \$10,000.00.
BUDGETED DONATION FROM THE WATER & SEWER FUND PENTALITIES COLLECTED
- ITEM-10** Town Council approval of Peters & Yaffee Engineering, Payable through October 31, 2025, Project Name: Design West Sixth Street in the amount of \$5,642.30.
DAYSPINGS COMMONS DEVELOPER FUNDED PROJECT LUMP SUM CONTRACT \$101,672.26

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 first 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 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.

2025 HOLIDAYS

TOWN HALL OFFICES CLOSED

1. Martin Luther King, Jr. Day	Monday, January 20, 2025
2. Memorial Day	Monday, May 26, 2025
3. Independence Day	Friday, July 4, 2025
4. Labor Day	Monday, September 1, 2025
5. Veterans Day	Tuesday, November 11, 2025
6. Thanksgiving Day	Thursday, November 27, 2025
7. Friday after Thanksgiving Day	Friday, November 28, 2025
8. Christmas Eve	Wednesday, December 24, 2025
9. Christmas Day	Thursday, December 25, 2025
10. New Year's Eve	Wednesday, December 31, 2025
11. New Year's Day	Thursday, January 1, 2026