

# 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, Interim Public Works Director  
Gabe Whittenburg, Parks & Rec Director

## TOWN ATTORNEY

Christian Waugh

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## AGENDA

THURSDAY, JUNE 05, 2025, 7:00 PM

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### 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 2025-04 – Amending Chapter 62 Zoning and Land Development Regulations of the Hilliard Town Code; amending Article vii Signs.; and providing for an effective date.

***Mayor Beasley***

Open Public Hearing  
Call for Public Comments  
Close Public Hearing on Ordinance No. 2025-04

## TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2025-04, and to set a Public Hearing & Final Reading for July 3, 2025.

## REGULAR MEETING

**ITEM-2** Additions/Deletions to Agenda

- ITEM-3** Town Council to consider Ordinance No. 2025-07, an Ordinance of the Town of Hilliard, Florida, amending the Town's Business Tax Rate schedule in accordance with Section 205.0535(4) of the Florida Statutes by increasing the rate of each classification by no greater than five percent; and providing an effective date. Adopting on First Reading and Setting Public Hearing & Final Reading for July 3, 2025.  
***Lisa Purvis, MMC – Town Clerk***
- ITEM-4** Town Council approval of the new Interlocal Agreement with Nassau County for Code Enforcement Special Magistrate Services to replace the previously approved Nassau County Code Enforcement Board Interlocal Agreement from 2000.  
***Lisa Purvis, MMC – Town Clerk***
- ITEM-5** Town Council approval to adopt Resolution No. 2025-07, Approving the Standardized Procedure for appointing members to the Planning and Zoning Board pursuant to Sections 62-91 of the Town Code.  
***Lisa Purvis, MMC – Town Clerk***
- ITEM-6** Town Council approval of Septic Exception Application No. 20250523.1, allowing for a septic system to be placed within the Town boundaries to serve a new dwelling unit at 27147 Garth Lane. Parcel ID No. 17-3N-24-2020-0022-0000.  
***Cory Hobbs – Interim Public Works Director***
- ITEM-7** Town Council approval of the Capital Budget Expenditure for the repair of Manhole 5, in the amount of \$28,090.00.  
***Cory Hobbs – Interim Public Works Director***
- ITEM-8** Town Council approval of the Minutes for the May 15, 2025, Public Hearing & Regular Meeting.  
***Lisa Purvis, MMC – Town Clerk***
- ITEM-9** Town Council approval of CPH Consulting, LLC, Payable through May 16, 2025, Project Name: 8" Parallel Water Main Extension to FAA Facility in the amount of \$68,104.  
**CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$199,680**

#### **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](http://www.townofhilliard.com).

Live & recorded videos can be accessed at [www.youtube.com](http://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 Statutes, 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