

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

MINUTES

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

PRESENT

Mayor John Beasley
Council President Kenny Sims
Council Pro Tem Lee Pickett
Councilman Jared Wollitz
Councilman Dallis Hunter
Councilman Joe Michaels

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No additions to or deletions from the 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

The applicant's legal representative, Ms. Courtney Gaver, provided a presentation outlining the requested vacation of the right-of-way proposed to be vacated.

Motion made by Councilman Hunter, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

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

Town Attorney Waugh explained that the ordinance represents the first of two charter amendments requested by the Town Council. If approved, the proposed charter amendment will be placed on the ballot as a referendum during the General Election. The ordinance will also be presented at the June Monthly Workshop for further review before advancing to the Public Hearing and Final Reading.

Motion made by Council Pro Tem Pickett, Seconded by Councilman Michaels.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

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

Town Attorney Waugh explained that the ordinance represents the second of two charter amendments requested by the Town Council. If approved, the proposed charter amendment will be placed on the ballot as a referendum during the General Election. The ordinance will also be presented at the June Monthly Workshop for further review before advancing to the Public Hearing and Final Reading.

Motion made by Councilman Hunter, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

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 West Sixth Avenue to move forward to Final application.

Lee Anne Wollitz – Land Use Administrator

The applicant's legal representative, Ms. Courtney Garver, provided a presentation outlining the alleys and rights-of-way requested to be vacated. The applicant's engineer, Mr. Henry Vorpe, was also present to answer any questions from the Town Council.

Motion made by Council Pro Tem Pickett, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-6 Town Council to consider a request for donation for 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

A motion was made to donate \$1,000 to the Marine Corps League for the Toys for Tots giveaway.

Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- 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

Motion made by Council Pro Tem Pickett, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- 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

Motion made by Council President Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- 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

Motion made by Council Pro Tem Pickett, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman
Wollitz, Councilman Hunter, Councilman Michaels

ADDITIONAL COMMENTS

PUBLIC

Doug Conkey, 7775 Baymeadows Way, Suite 102, Jacksonville, FL, representing the St. Johns River Water Management District (SJRWMD), thanked the Town for the Water Conservation Proclamation and provided an update on current water conditions, noting that the area has received approximately 30 inches of rainfall over the past three months. Council President Sims asked Mr. Conkey about the St. Johns River Water Management District's position regarding data centers in St. Johns County. Mr. Conkey stated that the District has not taken a position on the matter. He added that the District is monitoring the work of the fact-finding committee in Nassau County.

MAYOR & TOWN COUNCIL

Councilman Wollitz, congratulations and well wishes to all our graduates.
Councilman Michaels gave Parks and Recreation update.
Mayor Beasley announced opening of the Westside Regional Park Saturday June 6, 2026.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk Lisa Purvis
Land Use Administrator Lee Anne Wollitz

ABSENT:

Public Works Director Cory Hobbs
Parks & Recreation Director Gabe Whittenburg

Land Use Administrator Lee Anne Wollitz provided the following updates:
Scammers have been creating fraudulent Planning and Zoning invoices requesting that funds be wired. The Town Attorney recommended adding a disclaimer to Town emails stating that the Town will never request payment by wire transfer. Applicant's email and physical address will be redacted from meeting agendas moving forward.
Dustin Winnon has joined the Health Department Committee.
She is coordinating the distribution of copies of the Proclamation honoring Kevin Crews to the agencies recognized in the proclamation. Additionally, she shared that the Gary Sinise Foundation recently presented a gift to the Crews family, which they received earlier that week.

Town Clerk Lisa Purvis provided the following updates:
The Westside Regional Park ribbon-cutting ceremony will be held this Saturday at 2:00 p.m. and she has RSVP'd all Council Members and Directors.
The Hurricane Shelter bids are due and will be opened publicly at 2:00 p.m. on June 11,

2026.

Election qualifying will begin at noon on July 2, 2026, and conclude at noon on August 7, 2026. Candidate petitions are due by noon on July 30, 2026, at the Supervisor of Elections Office.

TOWN ATTORNEY

Town Attorney Christian Waugh provided an update on the Mikkelsen property sale and discussed property tax reform.

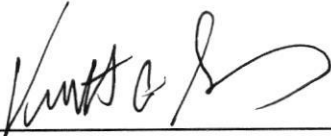
ADJOURNMENT

Motion to adjourn at 7:40 p.m.

Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.

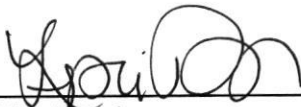
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this 2nd day of August, 2026 by the Hilliard Town Council, Hilliard, Florida.



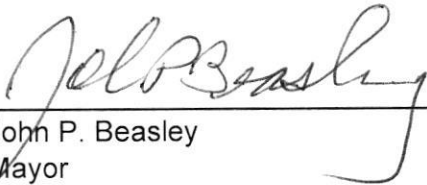
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor