

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

MINUTES

THURSDAY, JULY 17, 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

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 review Pre-Application for the Vacation of Right of Way for a portion of W 8th Ave. and make a recommendation concerning moving forward through the Vacation Process. Application No. 20250418.1 VAC ROW W8th Ave, Property Owner – A. Whitaker. Parcel ID No. 08-3N-24-2380-0093-0130 and 08-3N-24-2380-0094-0010.

Lee Anne Wollitz – Land Use Administrator

Land Use Administrator Lee Anne Wollitz presents the Planning & Zoning Board's recommendation to the Town Council regarding the pre-application for the vacation of right-of-way for a portion of West 8th Avenue.

Applicant Andy Whitaker, of 27589 Georgia Street, Hilliard, states that his request is to consolidate all of his property into a single parcel.

Council President Sims expresses opposition to vacating rights-of-way where no utilities currently exist.

Councilman Hunter supports the vacation request, provided a 30-foot utility easement is included.

Motion to approve the Pre-Application for the Vacation of the Right-of-Way for a portion of West 8th Avenue, and to include a 30-foot utility easement.

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

Voting Nay: Council President Sims

ITEM-3

Town Council to review Pre-Application for the Vacation of Right of Way for the alley within block 93 and make a recommendation concerning moving forward through the Vacation Process.

Application No. 20250423.1 VAC Alley Block 93, Property Owner – Andy Whitaker

Parcel ID No. 08-3N-24-2380-0093-0130.

Lee Anne Wollitz – Land Use Administrator

Land Use Administrator Lee Anne Wollitz presents the Planning & Zoning Board's recommendation to the Town Council regarding the pre-application for the vacation of right-of-way for the alley in Block 93.

Councilman Hunter questions Mr. Whitaker about his rationale for the request, specifically concerning nonconforming conditions.

Applicant Andy Whitaker, of 27589 Georgia Street, Hilliard, responds that he intends to place additional assessor structures on the property.

Motion to approve the Pre-Application for the Vacation of the Alley within Block 93.

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

ITEM-4

Town Council approval of Minor Subdivision Application No. 20250604.01, Parcel ID No. 04-3N-24-0000-0004-0160, Property Owner, Jarrod and Leanna Pickett.

Lee Anne Wollitz – Land Use Administrator

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

- ITEM-5 Town Council approval of Septic Exception Application No. 20250324.2, allowing for a septic system to be placed within the Town Boundaries to serve a new dwelling unit at 0 CR 108. Parcel ID No. 17-3N-24-2640-0003-0010.
Cory Hobbs – Interim Public Works Director
- Motion to approve Septic Exception Application No. 20250324.2, with the condition as recommended by Interim Public Works Director Cory Hobbs.
- Motion made by Councilman Wollitz, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-6 Town Council approval to accept a Florida Department of Transportation Public Transportation Grant Agreement Amendment for the Environmental Assessment of the North Property Acquisition at the Hilliard Airpark to extend the grant expiration date six months.
Lisa Purvis, MMC – Town Clerk
- 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-7 Town Council approval to accept a Florida Department of Transportation Public Transportation Grant Agreement Amendment for the New Box Hangar Construction at the Hilliard Airpark to extend the grant expiration date fifteen months.
Lisa Purvis, MMC – Town Clerk
- 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-8 Town Council to table the Water & Sewer Rate Study, conducted by Florida Rural Water Association as required by Florida Department of Environmental Protection State Revolving Fund loan and grant program.
Lisa Purvis, MMC – Town Clerk
- Motion made by Councilman Hunter, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-9 Town Council to set the Proposed Millage Rate, Rolled-Back Rate, and date, time and meeting place of the Tentative Budget Hearing and advise the Nassau County Property Appraiser prior to August 4, 2025
Lisa Purvis, MMC – Town Clerk
- Motion to set the Proposed Millage Rate at 3.5000 mills and to advise the Nassau County Property Appraiser that the Tentative Budget Hearing will be held on Thursday, September 4, 2025, at 7:00 p.m.

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

- ITEM-10 Town Council to set Workshops for the review and discussion of the Fiscal Year 2025-2026 Budget.

Lisa Purvis, MMC – Town Clerk

Motion to set the following Workshops:
Monday, July 28, 2025, at 6:00 p.m.
Thursday, July 31, 2025, at 6:00 p.m.
Thursday, August 7, 2025, at 6:00 p.m.

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

- ITEM-11 Town Council to set a Workshop with PQH Group to review and discuss the FDEM Community/Hurricane Shelter plans and specifications to date.

Lisa Purvis, MMC – Town Clerk

Motion to add the discussion of the FDEM Community/Hurricane Shelter plans and current specifications to the Monthly Workshop Agenda scheduled for Thursday, August 14, 2025, at 6:00 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

- ITEM-12 Town Council to review and accept the Building Official's Quarterly Report for April 1, 2025, through June 30, 2025.

Bryan Higginbotham – Building Official

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

- ITEM-13 Town Council to review and accept the Code Enforcement Officer's Quarterly Report for April 1, 2025, through June 30, 2025.

Delvin Miley, Jr. – Code Enforcement Officer

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-14 Town Council to review and accept the Land Use Administrator's Quarterly Report for April 1, 2025, through June 30, 2025.

Lee Anne Wollitz – Land Use Administrator

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

- ITEM-15 Town Council approval of the termination of Joseph Moore II as the Public Works Technician.

Cory Hobbs – Interim Public Works Director

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

- ITEM-16 Town Council approval of Position Process for Dennis Alderman's transition from Introductory/Probationary status to Regular Full-Time.

Cory Hobbs – Interim Public Works Director

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

- ITEM-17 Town Council approval of the Minutes for the July 3, 2025, Public Hearing & Regular Meeting and Workshop, and the July 7, 2025, Workshop.

Lisa Purvis, MMC – Town Clerk

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

- ITEM-18 Town Council approval of AECOM Technical Services, Inc., Payable through June 27, 2025, Project Name: Environmental Assessment for the North and South Property Acquisitions at the Hilliard Airpark in the amount of \$5,500.00.
FDOT PTGA 100% GRANT FUNDED PROJECT \$55,000; AECOM S.A. NO. 21 LUMP SUM CONTRACT \$55,000

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

- ITEM-19 Town Council approval of AECOM, Payable through June 27, 2025, Project Name: Design & Construct New Box Hangar & Hangar Repair at the Hilliard Airpark in the amount of \$5,572.05.
FDOT PTGA 100% GRANT FUNDED PROJECT \$391,000; AECOM S.A. NO. 20 LUMP SUM CONTRACT \$111,441

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-20 Town Council approval of Atlantic Pipe Services, Payable through June 26, 2025, Project Name: Sewer Manhole Repair Oxford Street and West Third Avenue in the amount of \$28,090.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$100,000

Councilman Wollitz inquiries about the status of paving on Oxford Street.
Interim Public Works Director Cory Hobbs reports that paving is scheduled for July 18, 2025.

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

- ITEM-21 Town Council approval of PQH Group, Payable through July 8, 2025, Project Name: Hurricane Shelter / Community Center Project in the amount of \$84,000.00.
FDEM 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$572,000

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Councilman Michaels reports that flag football is going well and that operations at the Recreation Department are running smoothly. He commends Mr. Whittenburg for doing an excellent job.

Council President Sims asks everyone to keep former Public Works Director David Thompson and his family in their thoughts and prayers.

Mayor Beasley shares that it's good to be back and informs Town Clerk Lisa Purvis that he has completed his ethics training. He also commends Mr. Whittenburg and Mr. David Pender for their outstanding work with the football camp.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk Lisa Purvis
Interim Public Works Director Cory Hobbs

ABSENT:

Parks & Recreation Director Gabe Whittenburg

Town Clerk Lisa Purvis announces that, if all goes as planned, the Town expects to complete another land purchase—using grant funding—for the Hilliard Airpark tomorrow.

TOWN ATTORNEY

Town Attorney Christian Waugh adds that a definitive update regarding the land purchase should be available by 3:00 p.m. tomorrow. Due to the nature of the negotiations, further details cannot be disclosed at this time.

ADJOURNMENT

Motion to adjourn at 7:46 p.m.

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

Approved this 7th day of August, 2025 by the Hilliard Town Council, Hilliard, Florida.



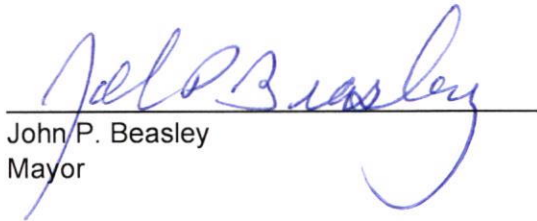
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor