

# 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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## MINUTES

THURSDAY, JULY 03, 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

## PRESENT

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

## ABSENT

Councilman Dallis Hunter

## 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

Following no public comments, motion to close Public Hearing at 7:01 p.m.

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

#### **TOWN COUNCIL ACTION**

Town Council adopting Ordinance No. 2025-04, on Second & Final Reading.

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

#### **ITEM-2**

Ordinance No. 2025-07 – 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.

***Mayor Beasley***

Open Public Hearing  
Call for Public Comments  
Close Public Hearing on Ordinance No. 2025-07

Following no public comments, motion to close Public Hearing at 7:02 p.m.

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

#### **TOWN COUNCIL ACTION**

Town Council adopting Ordinance No. 2025-07, on Second & Final Reading.

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

#### **PRESENTATIONS**

#### **ITEM-3**

Presentation of Certificate of Recognition to Board Member, Mr. Charles Reed for Over 5 Terms of Service on the Planning & Zoning Board of the Town of Hilliard.

***Council President Sims***

**Council President Sims**, presents Certificate of Recognition to Planning & Zoning Board Member, Mr. Charles Reed for Over 5 Terms of Service to the Town of Hilliard.

## REGULAR MEETING

- ITEM-4      Additions/Deletions to Agenda
- No additions to or deletions from the agenda.
- ITEM-5      Town Council approval of the Capital Budget Expenditure for the Parks & Recreation Oxford Park Playground Structure.  
***Gabe Whittenburg – Parks & Recreation Director***
- Motion to approve the Capital Budget Expenditure for the Parks & Recreation Oxford Park GameTime Playground Structure with Dominica Recreation Products, in the amount of \$48,905.20.
- Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.  
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Michaels
- ITEM-6      Town Council approval of Pool Rental Agreement between Nassau County School District and Town of Hilliard for Hilliard Middle Senior High School and West Nassau High School Swim Teams.  
***Gabe Whittenburg – Parks & Recreation Director***
- Motion made by Councilman Wollitz, Seconded by Councilman Michaels.  
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Michaels
- ITEM-7      Town Council approval of Pool Rental Agreement between the Local Chapter of the Special Olympics of Northeast Florida and Town of Hilliard for Special Olympics Swim Practice.  
***Gabe Whittenburg – Parks & Recreation Director***
- Motion to approve the Pool Rental Agreement between the Town of Hilliard and the Northeast Florida Local Chapter of the Special Olympics, at a discounted rate of \$80.00 per hour.
- Motion made by Councilman Wollitz, Seconded by Council President Sims.  
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Michaels
- ITEM-8      Town Council to appoint Planning & Zoning Board Member for the remaining 3-year term from the list of applicants.  
***Lee Anne Wollitz – Land Use Administrator***
- Land Use Administrator Lee Anne Wollitz**, provides a recap of the Planning & Zoning Board applicants for the Town Council's consideration.  
At the Council's request, Land Use Administrator Lee Anne Wollitz shares her recommendation and recommends the appointment of Mr. Dustin Winnon.  
**Councilman Wollitz**, comments that he is impressed with the quality of all the applications received, noting that each candidate is highly qualified.



Motion to appoint Mr. Dustin Winnon to the Planning & Zoning Board to serve the remainder of the vacated 3-year term.

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

- ITEM-9      Town Council approval of Position Process for Jennifer Cone's transition from Introductory/Probationary status to Regular Full-Time.  
***Lisa Purvis – Town Clerk***

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

- ITEM-10      Town Council approval of the Minutes for the June 12, 2025, Joint Workshop & Workshop, and the June 19, 2025, Regular Meeting.  
***Lisa Purvis, MMC – Town Clerk***

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

- ITEM-11      Town Council approval of Complete Comfort Specialist, Payable through June 27, 2025, Project Name: Town Hall AC Unit in the amount of \$8,186.84.  
**CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$8,186.84**

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

- ITEM-12      Town Council approval of Ring Power CAT, Payable through June 23, 2025, Project Name: Cat Generator at Water Treatment Plant in the amount of \$24,843.50.  
**CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$24,843.50**

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

## **ADDITIONAL COMMENTS**

### **PUBLIC**

No public comments.

### **MAYOR & TOWN COUNCIL**

**Councilman Wollitz**, wishes everyone a happy and safe Independence Day.  
**Councilman Michaels**, encourages everyone to attend the Independence Day celebration at the Fairgrounds tomorrow, July 4, 2025.

**Council Pro Tem Pickett**, extends his appreciation to all the applicants who applied for the open Planning & Zoning Board Member position and thanks Mr. Charles Reed for his service.

**Council President Sims**, thanks Charles Reed once again for his dedicated service on the Planning & Zoning Board, expressing sincere appreciation for his contributions to the Town of Hilliard.

**Mayor Beasley**, remarks that anyone who missed Food Truck Saturday on June 28, 2025, missed a great event. He shares that the weather was perfect, the golf cart parade was a success, and he hopes the food vendors had a profitable day.

He reminds everyone that the Independence Day celebration begins, July 4, 2025, with gates opening at 5:00 p.m., music beginning at 5:30 p.m., and fun activities including a watermelon eating contest, a pie baking contest, and of course, the fireworks show to end the evening. He closes by wishing everyone a safe and enjoyable Independence Day.

#### **ADMINISTRATIVE STAFF**

##### **PRESENT:**

Town Clerk Lisa Purvis

##### **ABSENT:**

Interim Public Works Director Cory Hobbs

Parks & Recreation Director Gabe Whittenburg (Left Early)

**Councilman Michaels**, speaking on behalf of Mr. Whittenburg, shares that the volleyball season is ending and flag football is set to begin soon. He notes that attendance has been a bit lower than usual and encourages everyone to come out and support the youth programs.

#### **TOWN ATTORNEY**

No comment.

#### **ADJOURNMENT**

Motion to adjourn at 7:23 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 Michaels

Approved this 17<sup>th</sup> day of July, 2025 by the Hilliard Town Council, Hilliard, Florida.



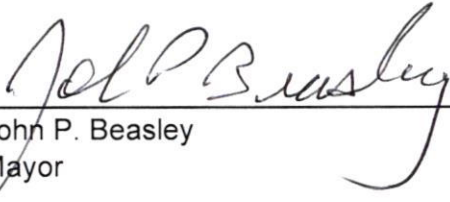
Kenneth A. Sims, Sr.  
Council President

ATTEST:

A handwritten signature in black ink, appearing to read 'Lisa Purvis', written over a horizontal line.

Lisa Purvis  
Town Clerk

APPROVED:

A handwritten signature in black ink, appearing to read 'John P. Beasley', written over a horizontal line.

John P. Beasley  
Mayor