

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, NOVEMBER 06, 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

PUBLIC HEARING

ITEM-1 Ordinance No. 2025-11 – Reservation of Plant Capacity and Cost Recovery Agreement Sherry Downs West Fifth Street; and providing for an effective date.
Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2025-11

Following no public comments, motion to close Public Hearing at 7:01 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 Hunter, Councilman Michaels

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2025-11, on Second & Final Reading.

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-2 Ordinance No. 2025-12 – Amending Chapter 1 and 30, Town Code to reflect Code Enforcement Special Magistrate; and providing for an effective date.
Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2025-12

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

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2025-12, on Second & Final Reading.

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-3 Ordinance No. 2025-13 – Require Approval of Plat Submittals by Administrative Authority.
Mayor Beasley

Open Public Hearing
Call for Public Comments
Close Public Hearing on Ordinance No. 2025-13

Following no public comments, motion to close Public Hearing at 7:03 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 Hunter, Councilman Michaels

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2025-13, on First Reading and Set Second Public Hearing & Final Reading for December 4, 2025.

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

REGULAR MEETING

ITEM-4 Additions/Deletions to Agenda

ITEM-13 Payable from Cunningham Co., LLC, on West Fifth Street Utility Extension.

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-14 Planning & Zoning Board Resignation Mrs. Josetta Lawson.

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 Town Council to approve AECOM Recommendation to Award Contract to Lylam, LLC dba Facility's Constructors, to construct Box Hangar Building at the Hilliard Airpark in the amount of \$269,989.60. Funding provided through FDOT Public Transportation Grant Agreement No. 441751-1-94-24. *Lisa Purvis, MMC – Town Clerk*

Mr. Bill Prange, P.E. with AECOM is present and presents the recommendation to award the new box hangar contract to Lylam, LLC dba Facility's Constructors.

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 Ordinance No. 2025-14, an ordinance relating to Public Right-of-Way or Alley; making findings; vacating Public Right-of-Way or Alley within or surrounded by Block 93; Plat of the West Portion of Hilliard; within Town of Hilliard, Florida; authorizing recording of a certified copy of this ordinance. Adopting on First Reading and Set Public Hearing & Final Reading for December 4, 2025. *Lisa Purvis, MMC – Town Clerk*

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-7 Town Council to consider Ordinance No. 2025-15, an ordinance relating to Public Right-of-Way or Alley; making findings; vacating a Block of Public Right-of-Way known as West Eighth Avenue which falls between Georgia Street and Virginia Street; Plat of the West Portion of Hilliard; within 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 December 4, 2025.

Lisa Purvis, MMC – Town Clerk

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-8 Town Council approval of the Minutes for the October 16, 2025, Regular Meeting and October 23, 2025, Workshop.

Lisa Purvis, MMC – Town Clerk

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-9 Town Council approval of AECOM, Payable through October 10, 2025, Project Name: Design & Construct New Box Hangar at the Hilliard Airpark in the amount of \$1,100.00.

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-10 Town Council approval of CPH Consulting, LLC, Payable through October 17, 2025, Project Name: 8" Parallel Water Main Extension to FAA Facility in the amount of \$8,484.00.

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$199,680

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-11 Town Council approval of Nassau County Public Library System Donation for Fiscal Year 2025-2026, to Friends of the Hilliard Branch Library in the amount of \$8,000.00.

BUDGETED DONATION FROM GENERAL FUND TO CULTURE AND RECREATION

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-12 Town Council approval of Suez Annual Payment No. 5 of 5, Payable through October 1, 2025, Project Name: Advanced Metering Infrastructure (AMI), in the amount of \$109,553.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$547,765.00

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

ADDED ITEMS

ITEM-13 Town Council approval of Cunningham Co., LLC, Payable through October 20, 2025, Project Name: West Fifth Street Utility Extension Project, in the amount of \$29,250.00.
DEVELOPER FUNDED PROJECT LUMP SUM CONTRACT \$29,250.00

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 accept the resignation of Mrs. Josetta Lawson from the Planning & Zoning Board, effective November 4, 2025.
Lisa Purvis, MMC – Town Clerk

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

ADDITIONAL COMMENTS

PUBLIC

Doug Conkey, 7775 Baymeadows Way, Suite 102, Jacksonville, FL SJRWMD, states that with the clocks falling back for daylight savings an hour we lost one day of watering. He further states that SJRWMD has a rebate program and that he will provide the information to the Clerk.

Harold Frey, Jr. 34328 West Sevent Street, Hilliard, FL states that he would like to thank Josette Lawson for her 20 plus years of services to the Town on the Planning & Zoning Board. He further states that he has learned a lot from Josetta, and he hates to see her leave the Board.

MAYOR & TOWN COUNCIL

Councilman Wollitz, thanks Josetta Lawson and Doug Conkey with SJRWMD for their service.

Councilman Michaels, states that there are 125 kids signed up for volleyball with 14 girls teams, 123 kids signed up for soccer with 18 teams and that Gabe is finalizing the items for the North Oxford Park.

Council Pro Tem Pickett, echos what Councilman Wollitz says. Asks Doug Conkey with SJRWMD about the Rodman Dam. Doug states that the SJRWMD is not in a place to

have a position regarding this being the permitting authority.

Council President Sims, states that he will miss Mrs. Lawson on the Planning & Zoning Board. Further states that he hated having to miss the FLOC Mock Town Council Meeting. Thanks Doug Conkey with SJRWMD for being here tonight.

Mayor Beasley, states that the Veterans Ceremony is set for Saturday starting with sign ups and meet and greet at 9:00 a.m. and that Aaron Bean will be the guest speaker.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk Lisa Purvis

Land Use Administrator Lee Anne Wollitz

ABSENT:

Public Works Director Cory Hobbs

Parks & Recreation Director Gabe Whittenburg

Town Clerk Lisa Purvis, states that Manhole 167 & 170 Repair bids were received and opened today and only one bid from TB Landmark was received which was well over budget in the amount of \$324K. Further states that the Senate and House forms were both submitted for the Town's Legislative Appropriations requests prior to the October 31, 2025, deadline. She will also miss Josetta Lawson as she steps down from the Planning & Zoning Board after over twenty plus years of service.

Land Use Administrator Lee Anne Wollitz, updates the Council regarding the Capital upgrades at the old Town Hall Building. She further states that she will have several Land Use items on November 13, 2025, monthly workshop, including the resumes review for the open Planning & Zoning Board seats.

TOWN ATTORNEY

No Comment.


ADJOURNMENT

Motion to adjourn at 7:39 p.m.

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

Approved this 20th day of November, 2025 by the Hilliard Town Council, Hilliard, Florida.



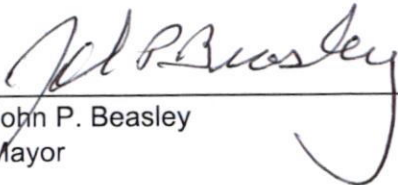
Kenneth A. Sims, Sr.
Council President

ATTEST:

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

Lisa Purvis
Town Clerk

APPROVED:

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

John P. Beasley
Mayor