

# 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, 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

## PRESENT

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

## ABSENT

Mayor John Beasley

## 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 Councilman Wollitz.  
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. 2025-04, and to set a Public Hearing & Final Reading for July 3, 2025.

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

#### **REGULAR MEETING**

ITEM-2      Additions/Deletions to Agenda

No additions to or deletions from the 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***

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

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***

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-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***

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-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**

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-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**

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 the Minutes for the May 15, 2025, Public Hearing & Regular Meeting.  
**Lisa Purvis, MMC – Town Clerk**

Motion made by Councilman Michaels, Seconded by Councilman Wollitz.

Councilman Wollitz requests an amendment to Item-8 of the May 15, 2025, Regular Meeting Minutes. Requesting that “supposedly” be added to the statement Mr. Fisk’s made regarding his daughter involving the witnessed vaping incident.

Motion to approve with the amendment to Item-8.

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-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**

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

## **ADDITIONAL COMMENTS**



## **PUBLIC**

No public comments.

## **MAYOR & TOWN COUNCIL**

**Councilman Wollitz**, extends his congratulations to the 2025 high school graduates. He also reiterates his request for continued prayers for the recovery of Planning & Zoning Board Vice Chair Harold "Skip" Frey, who has recently returned home from the hospital. Additionally, he asks for prayers for Mayor Beasley as he continues to recover from foot surgery.

**Councilman Michaels**, shares that he has spoken with Parks & Recreation Director Gabe Whittenburg, who reported that the department is wrapping up flag football in the gym this evening due to inclement weather. Regarding the pool, he notes that they are in need of additional lifeguards.

**Councilman Hunter**, communicates the need for a formal position description for the Public Information Officer position, noting that the role has been filled for nine months without an official description. He asks that Town Clerk Lisa Purvis coordinate with Director Whittenburg to address this matter and requests an update on its status.

He also inquires about the progress of the budget process, reminding that the Council had previously asked to begin discussions earlier in the year.

**Town Clerk Purvis**, responds that they are on track to begin scheduling meetings in July and that she planned to propose budget workshops during the next Council meeting.

**Councilman Hunter**, then asks for an update on the salary study.

**Town Clerk Purvis**, states that Financial Administrative Assistant Calen Burnette has collected data and compiled a comparison based on salaries and position descriptions from Nassau County and the Nassau County School Board, and notes that this information was intended to be reviewed at the June 12, 2025, Monthly Workshop.

## **ADMINISTRATIVE STAFF**

### **PRESENT:**

Town Clerk Lisa Purvis

Interim Public Works Director Cory Hobbs

### **ABSENT:**

Parks & Recreation Director Gabe Whittenburg (attending final flag football games)

**Town Clerk Lisa Purvis**, informs the Town Council that they have been invited to attend a ribbon-cutting ceremony on June 16, 2025, at 10:00 a.m. to celebrate the completion of Phase 2 of the Nassau County Public Safety Training Complex.

She also reminds members who still need to complete their Form 1 disclosures that she is available to assist, if needed. She notes that the form is easier to complete using an iPad through the link provided by the Commission on Ethics and emphasizes that the Form 1, must be completed by July 1, 2025.

**Interim Public Works Director Cory Hobbs**, reports that work has begun on the drainage improvement project around Third, Virginia, and Georgia Streets. He notes that Georgia Street has been excavated all the way back to the outfall ditch at Seventh Street. Despite ongoing daily responsibilities, the team is prioritizing completion of this project to help prevent flooding on nearby residential properties.

**Council President Sims**, states that Mr. Whittenburg, reached out to him to advise he was

contacted by the Hilliard Little League and they advised that they are in need of his assistance with the Little League Program as they are currently facing challenges. The Council are then encouraged to reach out directly to Mr. Whittenburg with any questions or concerns.

#### **TOWN ATTORNEY**

Town Attorney Christian Waugh, provides an update on the lawsuit related to damaged infrastructure, informing the Council that a settlement has been reached. The responsible party has agreed to pay the funds to reimburse the Town, the funds are expected to be received soon.

#### **ADJOURNMENT**

Motion to adjourn at 7:18 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Michaels.

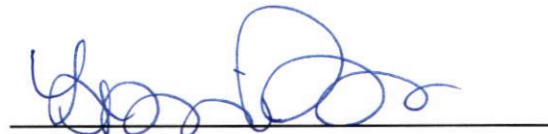
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this 19<sup>th</sup> day of June, 2025 by the Hilliard Town Council, Hilliard, Florida.



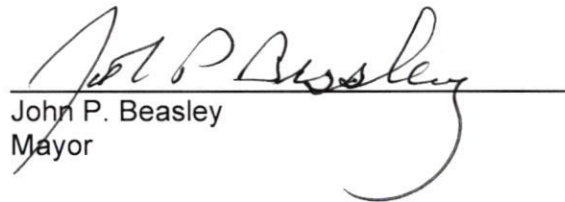
Kenneth A. Sims, Sr.  
Council President

ATTEST:



Lisa Purvis  
Town Clerk

APPROVED:



John P. Beasley  
Mayor