

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

AGENDA

THURSDAY, SEPTEMBER 17, 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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-2 Town Council approval of the Bid Review Committee's recommendation to authorize the engagement of Meyer-Najem Construction for construction of the Hilliard Hurricane Shelter and Multi-Use Building, contingent upon the State's approval.
Lisa Purvis, MMC – Town Clerk

ITEM-3 Town Council to hear the Operations Update from the Nassau County Economic Development Board.
Sherri Mitchell – Executive Director NCEDB

ITEM-4 Town Council to consider Ordinance No. 2026-08, an ordinance regulating the Water and Sewer Usage Rates; In accordance with the Section 4.11 (5) of the Town Charter, which requires certain actions to be accomplished by ordinance, and Chapter 58, Utilities, of the Town Code; providing for an effective date. Adopting on First Reading and set a Public Hearing & Final Reading for October

15, 2026.

Lisa Purvis, MMC – Town Clerk

- ITEM-5** Town Council to adopt Resolution No. 2026-10, authorizing the Hilliard Middle Senior High School Homecoming Parade on Friday, October 2, 2026, beginning at 2:45 p.m.

Lisa Purvis, MMC – Town Clerk

- ITEM-6** Town Council Review and Consider the Statewide Mutual Aid Agreement with the State of Florida Division of Emergency Management

Lisa Purvis, MMC – Town Clerk

- ITEM-7** Town Council approval of Whisper Ridge Subdivision Bond Release and acceptance of Whisper Ridge Subdivision.

Lee Anne Wollitz – Land Use Administrator

- ITEM-8** Town Council approval of a 3% increase to the Agreement with Bryan Higginbotham for Building Official, Building Inspection, and Plans Review Services.

Lisa Purvis, MMC – Town Clerk

- ITEM-9** Town Council approval of termination of Contractual Services Agreement with Southern Operations Group, Inc., Mr. Rodney McDaniel

Cory Hobbs – Public Works Director

- ITEM-10** Town Council approval to hire Daniel Moore in the Lead Dual Plant Operator position.

Cory Hobbs – Public Works Director

- ITEM-11** Town Council approval to transition Carrie Mullis from probationary status to regular status in her position as Accounting Clerk II and to adjust her compensation to Grade 4, Step 9 in accordance with the Town's approved pay plan.

Wendy Prather- HR - Finance Analyst

- ITEM-12** Town Council to accept the resignation of Dustin Winnon from the Planning & Zoning Board, effective September 17, 2026.

Lee Anne Wollitz - Land Use Administrator

- ITEM-13** Town Council approval of the Land Use Administrator's recommendation to fill the Build and Zoning Administrative Assistant vacant position with Dustin Winnon.

Lee Anne Wollitz – Land Use Administrator

- ITEM-14** Town Council approval of Peters & Yaffee Engineering, now owned by LJA Engineering, Inc., Payable through May 1, 2026, Project Name: Design West Sixth Street in the amount of \$15,860.77.

DAYSPRING COMMONS DEVELOPER FUNDED PROJECT IN THE AMOUNT OF \$116,672.26; LUMP SUM CONTRACT \$116,672.26

- ITEM-15** Town Council approval of Lylam, LLC dba Facility's Constructors, Payable through August 25, 2026, Project Name: Construct Box Hangar Building at the Hilliard Airpark in the amount of \$28,809.53.
FDOT PTGA 100% GRANT FUNDED PROJECT \$391,000; LYLAM, LLC DBA FACILITY'S CONSTRUCTORS LUMP SUM CONTRACT \$269,989.60 AMENDED
- ITEM-16** Town Council approval of PQH Group, Payable through September 11, 2026, Project Name: Hurricane Shelter / Community Center Project in the amount of \$4,500.00.
FDEM 100% GRANT FUNDED PROJECT \$5,890,200; PQH GROUP LUMP SUM CONTRACT \$581,000
- ITEM-17** Town Council approval of Site Savvy, Inc., Payable through September 4, 2026, Project Name: Gravity Sewer Replacement/Lining MH67 – 27126 First Ave & Kentucky St. in the amount of \$2,701.59. Total approved Gravity Sewer Replacement/Lining \$21,075.01.
CAPITAL FUNDED PROJECT BUDGETED \$50,000
- ITEM-18** Town Council approval of Site Savvy, Inc., Payable through September 4, 2026, Project Name: Gravity Sewer Replacement/Lining MH9B – 27526 W. 3rd St. in the amount of \$4,060.80. Total approved Gravity Sewer Replacement/Lining \$21,075.01.
CAPITAL FUNDED PROJECT BUDGETED \$50,000
- ITEM-19** Town Council approval of Site Savvy, Inc., Payable through September 4, 2026, Project Name: Gravity Sewer Replacement/Lining MH166 – Mill St. & Alma St. in the amount of \$4,786.17. Total approved Gravity Sewer Replacement/Lining \$21,075.01.
CAPITAL FUNDED PROJECT BUDGETED \$50,000

ADDED ITEMS

ADDITIONAL COMMENTS

PUBLIC

MAYOR & TOWN COUNCIL

ADMINISTRATIVE STAFF

TOWN ATTORNEY

ADJOURNMENT

The Town may take action on any matter during this meeting, including items that are not set forth within this agenda.

TOWN COUNCIL MEETINGS

The Town Council meets the first and third Thursday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at

15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

PLANNING & ZONING BOARD MEETINGS

The Planning & Zoning Board meets the fourth Thursday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

MINUTES & TRANSCRIPTS

Minutes of the Town Council meetings can be obtained from the Town Clerk's Office. The Meetings are usually recorded but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the Town Clerk to duplicate the recordings, if available, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

TOWN WEBSITE & YOUTUBE MEETING VIDEO

The Town's Website can be access at www.townofhilliard.com.

Live & recorded videos can be accessed at www.youtube.com search - Town of Hilliard, FL.

ADA NOTICE

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Town Clerk's Office at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

APPEALS

Pursuant to the requirements of Section 286.0105, Florida Statues, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

PUBLIC PARTICIPATION

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action regardless of whether the issue is on the Agenda. Certain exemptions for emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

EXPARTE COMMUNICATIONS

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Town Council. The exchanges must be disclosed by the Town Council so the public may respond to such exchanges before a vote is taken.

2026 HOLIDAYS

TOWN HALL OFFICES CLOSED

1. Martin Luther King, Jr. Day	Monday, January 19, 2026
2. Memorial Day	Monday, May 25, 2026
3. Independence Day	Friday, July 3, 2026
4. Labor Day	Monday, September 7, 2026
5. Veterans Day	Wednesday, November 11, 2026
6. Thanksgiving Day	Thursday, November 26, 2026
7. Friday after Thanksgiving Day	Friday, November 28, 2026
8. Christmas Eve	Thursday, December 24, 2026
9. Christmas Day	Friday, December 25, 2026
10. New Year's Eve	Thursday, December 31, 2026
11. New Year's Day	Friday, January 1, 2027