

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, JUNE 18, 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-11 Allowing Attorney Christian Waugh to start negotiations on the Town property with New Leaf.

Land Use Administrator – Lee Anne Wollitz

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

ITEM-2 Town Council adoption of Resolution No. 2026-06, Amending Resolution No. 2026-04, Unified Fee Schedule; Water & Sewer; Culverts; Planning & Land Use; Building Permitting; and Parks & Recreation. ***Lisa Purvis, MMC – Town Clerk***

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

- ITEM-3 Town Council to adopt Resolution No. 2026-07, calling for a General Election to be held on November 3, 2026, for the position of Mayor and two Council Members to serve four-year terms each.
Lisa Purvis, MMC – 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 Hunter

- ITEM-4 Town Council approval of Position Process for Geoffrey Williams' transition from Introductory/Probationary status to Regular Full-Time.
Cory Hobbs - 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

- ITEM-5 Town Council Approval to promote Carrie Mullis from Administrative Assistant to Accounting Clerk II.
Wendy Prather– HR & Finance Analyst

Mrs. Wendy Prather was present to update and answer any questions from the Council regarding the promotion and transition process.

Councilman Pickett questioned why a 90-day transition period was not being considered. Mrs. Prather explained that this is the same process the Town has followed for previous transitions.

Councilman Wollitz asked how long Mrs. Mullis has been with the Town.

Councilman Sims noted that Public Works employees received several weeks of training before transitioning to their new pay structure and requested clarification regarding the applicable step and grade placement.

Mrs. Prather stated that Mrs. Mullis has a background in accounting and has also been assisting with these responsibilities.

Motion to increase Mrs. Mullis compensation to one-half of the pay increase from Grade 3, Step 7 to Grade 4, Step 7, effective immediately. Upon her successful completion of the 90-day probationary period in the new position, her compensation shall be increase to the full Grade 4, Step 7 pay rate, effective upon completion of the probationary period.

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

- ITEM-6 Town Council approval of Town Pool use for Lap Swim (Pre-Season Conditioning) by West Nassau High School.
Gabe Whittenburg – Parks & Recreation 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

- ITEM-7 Town Council approval of the Contract Services Agreement for Accounting Services with Erin West through June 30, 2026, for bank reconciliation services.
Lisa Purvis, MMC – Town Clerk

Mrs. West reviews the scope of work provided by Town Clerk Lisa Purvis and states that she is confident in her ability to meet all required deadlines. Mrs. West also advised that her fee for the services will be \$125.00 per hour.

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

- ITEM-8 Town Council approval of the Minutes for the April 9, 2026, and May 14, 2026, Workshops.
Lisa Purvis, MMC – 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 Hunter

- ITEM-9 Town Council approval of AECOM, Payable through May 29, 2026, Project Name: Design & Construct New Box Hangar at the Hilliard Airpark in the amount of \$3,343.23.
FDOT PTGA 100% GRANT FUNDED PROJECT \$391,000; AECOM S.A. NO. 20 LUMP SUM CONTRACT \$111,441

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

- ITEM-10 Town Council approval of CPH, Payable through May 15, 2026, Project Name: FY 24/25 Resilient Florida Planning Grant, in the amount of \$30,000.00.
FDEP COMPREHENSIVE VULNERABILITY ASSESSMENT GRANT FUNDED PROJECT IN THE AMOUNT OF \$180,000; LUMP SUM CONTRACT \$180,000.

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

- ITEM-11 Town Council approval of Peters & Yaffee Engineering, now owned by LJA Engineering, Inc., Payable through May 29, 2026, Project Name: Design West Sixth Street in the amount of \$4,885.85
DAYSPRING COMMONS DEVELOPER FUNDED PROJECT IN THE AMOUNT OF \$116,672.26; LUMP SUM CONTRACT \$116,672.26

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

ADDED ITEMS

ITEM-12 Town Council to authorize for Town Attorney Waugh to Negotiate with New Leaf on the Town's vacant property.

Land Use Administrator – Lee Anne Wollitz

The Town Attorney reported that the proposed agreement with New Leaf regarding the sale of the Town's vacant property has been negotiated. The Town Attorney reviewed the terms of the agreement with the Town Council and asked whether the Town Council agreed with the negotiated terms.

Motion to approve the negotiated terms of the agreement with New Leaf for the purchase of the Town's vacant property.

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

ADDITIONAL COMMENTS

PUBLIC

No comments.

MAYOR & TOWN COUNCIL

Councilman Sims stated that Car-B-Que was a great event.

Mayor Beasley advised that Food Truck Friday will be held on Saturday in conjunction with the Golf Cart Parade. He noted that music will also be provided during the event.

ADMINISTRATIVE STAFF

PRESENT:

Assistant Public Works Director Charles Chavarria

Land Use Administrator Lee Anne Wollitz

ABSENT:

Town Clerk Lisa Purvis

Parks & Recreation Director Gabe Whittenburg

Public Works Director Cory Hobbs

Assistant Public Works Director, Charles Chavarria advised that mosquito spraying has begun. He reminded residents not to allow standing water to accumulate on their properties.

Parks and Recreation Director, Gabe Whittenburg Mayor Beasley speaking on the director's behalf, and reminded residents that flag football will begin on July 7, 2026.

Land Use Administrator Lee Anne Wollitz provided the Council with the schedule of dates on which she will present Mr. Kevin Crews' proclamation to the various entities.

TOWN ATTORNEY

No comment.

ADJOURNMENT

Motion to adjourn at 7:20 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 Hunter

Approved this 2nd day of August, 2026 by the Hilliard Town Council, Hilliard, Florida.



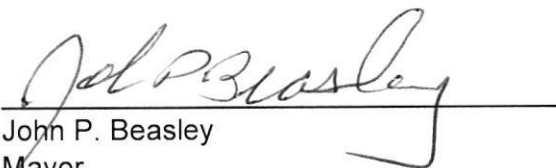
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor