

# 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  
Richie Rowe, Public Works Director  
Gabe Whittenburg, Parks & Rec Director

## TOWN ATTORNEY

Christian Waugh

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## AGENDA

**THURSDAY, APRIL 06, 2023, 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

**MAYOR** To call on members of the audience wishing to address the Council on matters not on the Agenda.

## SPECIAL MEETING

**ITEM-1** Additions/Deletions to Agenda

**ITEM-2** Town Council to take possible action regarding Town Employee Complaint submitted at the February 27, 2023, Workshop via a letter dated February 24, 2023.  
***Christian Waugh - Town Attorney***

## 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 second Tuesday 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](http://www.townofhilliard.com).  
Live & recorded videos can be access at [www.youtube.com](http://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 Statutes, 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.

**2023 HOLIDAYS**

**TOWN HALL OFFICES CLOSED**

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|----------------------------------|-----------------------------|
| 1. Martin Luther King, Jr. Day   | Monday, January 16, 2023    |
| 2. Memorial Day                  | Monday, May 29, 2023        |
| 3. Independence Day Monday       | Tuesday, July 4, 2023       |
| 4. Labor Day                     | Monday, September 4, 2023   |
| 5. Veterans Day                  | Friday, November 10, 2023   |
| 6. Thanksgiving Day              | Thursday, November 23, 2023 |
| 7. Friday after Thanksgiving Day | Friday, November 24, 2023   |
| 8. Christmas Eve                 | Monday, December 25, 2023   |
| 9. Christmas Day                 | Tuesday, December 26, 2023  |
| 10. New Year's Eve               | Monday, January 1, 2024     |
| 11. New Year's Day               | Tuesday, January 2, 2024    |

Hannah Martinez  
Town of Hilliard Administrative Assistant  
Work Email – [Hmartinez@TownofHilliard.com](mailto:Hmartinez@TownofHilliard.com)  
Personal Email – [Hannah.Nicksbray@Outlook.com](mailto:Hannah.Nicksbray@Outlook.com)

February 24, 2023

Town of Hilliard Mayor & Council  
Town Attorney Christian Waugh

RE: Concerns Regarding Town Clerk Lisa Purvis

To Whom It May Concern:

I previously submitted a letter to the Town of Hilliard responding to the Disciplinary Action Form I received from Mrs. Purvis, which specifically outlined concerns I had about the Town Clerk's office's failure to comply with Florida law regarding the timely publication of meeting notices. Mrs. Purvis' neglect of duty and misfeasance have not stopped and the inappropriate and unprofessional behaviors that she has exhibited in the workplace have only worsened in apparent retaliation for the concerns I raised.

After receiving the Disciplinary Action Form, I made every effort to obtain information in a timely fashion so that the meeting agendas could be completed and posted in a lawful manner. In response to my efforts, Mrs. Purvis told me that it was not my job to assemble the materials necessary for completing the notice and that if the notice does not go out on time I would not get in trouble, since ultimately it was her responsibility to have the agenda published. As a result of her failure to assemble the information in time, several meeting notices have not been published in a timely fashion in accordance with Florida law.

I learned that Mrs. Purvis edited my response to the Disciplinary Action Form, before it was placed in my personnel file, by striking through sentences and writing above them. This edited version was discovered during an investigation into other actions taken by Mrs. Purvis in violation of Florida public records laws. When this was brought to my attention, Town Attorney Christian Waugh requested I supply a clean copy of my original rebuttal, and the strike-through version would be removed from my file. I stated I did not agree with the removal of the strike-through version, since the original document, even with Mrs. Purvis' changes, became a public record at the time I submitted it.

Since filing that complaint, Mrs. Purvis' hostility towards me has been progressing and I have grown concerned that she may take further retaliatory actions against me. I spoke with Council President Sims, at his request to investigate complaints he had received from other employees, regarding the growing concern I had since learning Mrs. Purvis has been monitoring my desk and my computer via the camera over the workstations at Town Hall. Having cameras placed around Town facilities is a great asset and can help protect the Town in numerous ways. However, when the authority to view cameras starts being abused, there is an issue.

It is my request that the Town Charter be reviewed, and a policy be set in place regarding the cameras. Further, I request that this letter be signed by Mayor Beasley that it was received at the Town of Hilliard Workshop on February 27, 2023, added to my personnel file, and not edited by any Staff Member, Director, or Councilmember.

Sincerely,

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Hannah Martinez

Date

Received by:

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Mayor John P. Beasley

Date