

# 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

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## AGENDA

**THURSDAY, MARCH 05, 2026, 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

## PUBLIC HEARING

### ITEM-1

Liquor License Application – RHYSE Properties, LLC DBA Steamboat Lilly's – Mr. Michael Shawn McClinton, Owner

Steamboat Lilly's Restaurant, located at 551429 US Hwy 1, Hilliard, Florida for a liquor license in addition to the standard beer and wine license, that was approved June 18, 2020.

***Mayor Beasley***

Open Public Hearing

Call for Public Comments

Close Public Hearing on Liquor License Application

## TOWN COUNCIL ACTION

Town Council to consider approval to issue liquor license to RHYSE Properties, LLC DBA Steamboat Lilly's.

## REGULAR MEETING

**ITEM-2** Additions/Deletions to Agenda

**ITEM-3** Town Council approval of the Public Works Director's recommendation to award the Right of Way Mowing Contract Bid for mowing, weed eating, and trash clean-up, a quantity of eight (8) times per contract year, from April 13, 2026, through the last cycle in 2028, to North Florida Lawn Maintenance, Inc.  
**Cory Hobbs – Public Works Director**

**ITEM-4** Town Council approval of the Minutes for the February 5, 2026, Workshop and Regular Meeting, February 12, 2026, Workshop and the February 19, 2026, Regular Meeting.  
**Lisa Purvis, MMC – Town Clerk**

**ITEM-5** Town Council approval of Peters & Yaffee Engineering, now owned by LJA Engineering, Inc., Payable through January 30, 2026, Project Name: Design West Sixth Street in the amount of \$5,615.33.  
**DAYSPINGS COMMONS DEVELOPER FUNDED PROJECT LUMP SUM CONTRACT \$101,672.26**

**ITEM-6** Mayor Beasley presents the annual 2025 State of the Town message.  
**John P. Beasley – Mayor**

## 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](http://www.townofhilliard.com).  
Live & recorded videos can be accessed 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 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 27, 2026    |

8. Christmas Eve
9. Christmas Day
10. New Year's Eve
11. New Year's Day

Thursday, December 24, 2026  
Friday, December 25, 2026  
Thursday, December 31, 2026  
Friday, January 1, 2027



## AGENDA ITEM REPORT

### TOWN OF HILLIARD, FLORIDA

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TO: Town Council Regular Meeting Meeting Date: March 5, 2026

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council to consider application for a liquor license in addition to the standard beer and wine license that was approved June 18, 2020, submitted by Mr. Michael Shawn McClinton, owner of Rhyse Properties, LLC.

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#### **BACKGROUND:**

See attached application flow chart.

Approval of this application shall be contingent upon obtaining signatures from the Building Official, Fire Marshal, Land Use Administrator, and Code Enforcement Officer prior to issuance.

#### **FINANCIAL IMPACT:**

Applicant to pay \$1,000 application fee annually in addition to current Beer & Wine License fee of \$500 annually.

#### **RECOMMENDATION:**

Town Council approval of application for a liquor license in addition to the standard beer and wine license that was approved June 18, 2020, submitted by Mr. Michael Shawn McClinton, owner of Rhyse Properties, LLC.

Nassau County Record  
Published Weekly  
617317 Brandies Avenue, PO Box 609  
Callahan, Nassau County FL 32011  
904-879-2727

STATE OF FLORIDA  
COUNTY OF NASSAU:

Before the undersigned authority personally appeared  
**Amanda Bishop**

Who on oath says that (s)he is the Publisher of the  
Nassau County Record, a weekly newspaper published at  
Callahan in Nassau County, Florida; that the attached copy of  
the advertisement, being a Legal Notice in the matter of

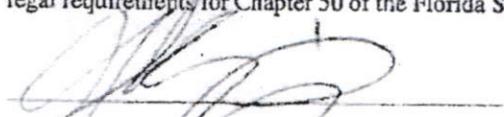
**PUBLIC NOTICE**  
**MARCH 5TH AT 7PM**

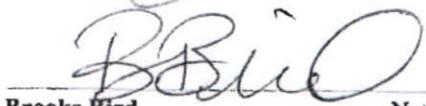
Was published in said newspaper in the issue(s) of

02/18/2026  
Ad # 899531

Affiant further says that the said Nassau County Record is a  
newspaper published at Callahan in Nassau County, Florida,  
and that the said newspaper has heretofore been continuously  
published in said Nassau County, Florida, each week and has  
been entered as second class matter at the post office in  
Callahan, Nassau County, Florida for a period of one year  
preceding the first publication of the attached copy of  
advertisement; and Affiant further says that (s)he has neither paid  
nor promised any person, firm or corporation any discount,  
rebate, commission or refund for the purpose of securing this  
advertisement in said newspaper.

Affiant further says that the newspaper complies with all  
legal requirements for Chapter 50 of the Florida Statues.

  
Sworn to and subscribed to before me  
This 18th day of February, A.D. 2026

  
**Brooke Bird**, Notary Public

 Personally Known



**PUBLIC NOTICE**  
THE HILLIARD TOWN COUNCIL WILL HOLD A PUBLIC HEARING ON MARCH 5, 2026, AT 7:00 P.M., IN THE COUNCIL CHAMBERS IN THE HILLIARD TOWN HALL, LOCATED AT 15859 WEST COUNTY ROAD 108, HILLIARD, FLORIDA. TO HEAR INPUT REGARDING AN APPLICATION SUBMITTED BY MR. MICHAEL SHAWN MCCLINTON, OWNER OF RHYSE PROPERTIES, LLC STEAMBOAT LILLYS RESTAURANT, LOCATED AT 551429 US HWY 1, HILLIARD, FLORIDA FOR A LIQUOR LICENSE IN ADDITION TO THE STANDARD BEER AND WINE LICENSE, THAT WAS APPROVED JUNE 18, 2020. ACTION ON THE MATTER MAY BE TAKEN FOLLOWING THE CLOSING OF THIS PUBLIC HEARING AT THE HILLIARD TOWN COUNCILS REGULAR MEETING. A COPY OF THE APPLICATION WHICH IS POSTED AT TOWN HALL IS AVAILABLE FOR INSPECTION AND COPYING IN THE OFFICE OF THE TOWN CLERK DURING NORMAL BUSINESS HOURS 9:00 AM TO 5:00 PM, MONDAY THROUGH FRIDAY.  
PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, 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.  
Persons with disabilities requiring accommodations in order to participate in this proceeding should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodation.  
Lisa Purvis, MMC  
Town Clerk  
Town of Hilliard  
NCR 1T 02-18-2026  
#899531



### Application for Local Business Tax

Target Opening Date: \_\_\_\_\_  
Please allow at least 10 days for processing

Partial Applications will not be accepted: Please type or print legibly

Choose type of Application:  New     Transfer     Change of Address

*\*\*Please note: If a transfer, must present original receipt & evidence of sale*

Business Name: Steinbock Lilies

Physical Business Address: 551429 US I

Is this a new Location? ( ) Yes  No    Change of Use?  Yes ( ) No

Preferred Mailing Address: P.O. Box 366

Business Phone: 904-845-1181    Emergency Phone: 912-390-1956

Federal ID#: 825427358

Driver's License #: M393-642-96-0009 State: FL # of Employees: 7

*Must provide a copy of current D.L.*

Email Address: info@3mcmobile.com

What is the nature of the business to be licensed? Restaurant / liquor

Owner's Name: Michael S. McClinton    Home Phone: 904-626-9656

Owner's Home Address: 10250 Mulberry Landing Amex

**Please provide one or a combination of the following:**

General Liability Insurance     Fictitious Name or Corp. Registration

Worker's Compensation Insurance     State License(s), if applicable

Local Business Tax for which business resides

[Signature]  
Applicant's Signature

2-27-2026  
Date of Application

**For Office Work only below this line**

Zoning \_\_\_\_\_ Use Permitted ( ) Yes ( ) No    Verifier Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Building Inspection: ( ) Approved ( ) Disapproved    Verifier Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Fire Inspection: ( ) Approved ( ) Disapproved    Verifier Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Building Official: ( ) Approved ( ) Disapproved    Verifier Initials: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Code Enforcement Officer

\_\_\_\_\_  
Date of Application

**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION****DIVISION OF ALCOHOLIC BEVERAGES & TOBACCO  
4COP APPLICATION# 1801911 FILE # 285240****TEMPORARY LICENSE/PERMIT**VALID UNTIL EITHER THE APPLICATION IS DENIED OR UNTIL 14 DAYS AFTER  
APPLICATION IS APPROVED

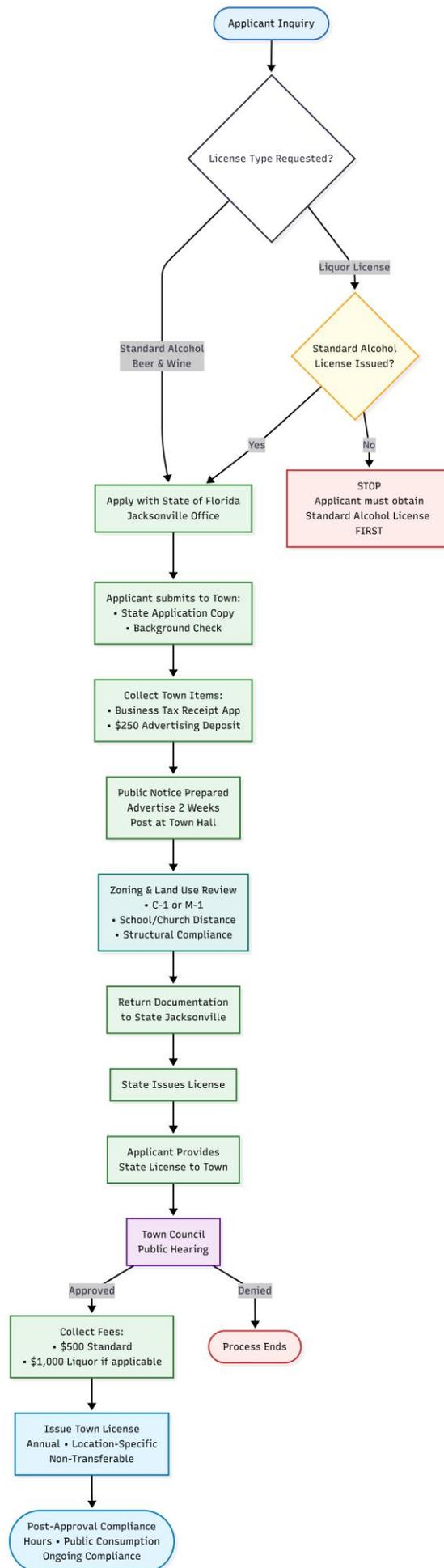
DATE	RECEIPT NBR	FEE	LICENSE NBR	SERIES	CLASS
01/20/2026	257570622	\$455	BEV5501154	4COP	SFS

CANNOT MOVE FROM THIS LOCATION CONSUMPTION ON PREMISES ONLY

**STEAMBOAT LILLYS  
RHYSE PROPERTIES LLC  
551429 US HWY 1  
HILLIARD, FL 32046**

CONTROL NUMBER: 35829453

**DISPLAY AS REQUIRED BY LAW**





## AGENDA ITEM REPORT

### TOWN OF HILLIARD, FLORIDA

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TO: Town Council Regular Meeting Meeting Date: March 5, 2026

FROM: **Cory Hobbs – Public Works Director**

SUBJECT: Town Council approval of the Public Works Director’s recommendation to award the Right of Way Mowing Contract Bid for mowing, weed eating, and trash clean-up, a quantity of eight (8) times per contract year, from April 13, 2026, through the last cycle in 2028, to North Florida Lawn Maintenance, Inc.

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#### **BACKGROUND:**

Review of 3-year mowing contract. The contract will consist of 8 mow cycles each year.

Advertising took place on February 4<sup>th</sup> & 11<sup>th</sup> in the Nassau County Record and on the Town’s website from February 4<sup>th</sup> until February 20<sup>th</sup>. Bids were due on February 19, 2026, by 2:00 p.m. est.

The bidders were requested to provide the following required items:

Business Registration, Workers Comp Insurance Certificate, Liability & Automobile Insurance Certificates, Business Information Sheet, Signed Contract, and a Cashier’s Check in the amount of \$2,500.00.

The attached single bid was received and opened at 2:00 p.m. February 19, 2026.

#### **FINANCIAL IMPACT:**

8 Mows at \$4,623.71, per mow for an annual cost of \$36,989.68, times three years.

#### **RECOMMENDATION:**

Town Council approval of the Public Works Director’s recommendation to award the Right of Way Mowing Contract Bid, to North Florida Lawn Maintenance, Inc.



**TOWN OF HILLIARD  
RIGHT-OF-WAY MOWING CONTRACT  
CONTRACTOR REQUIREMENTS**

1. Contractor shall perform work according to the written schedule. There are eight mow cycles. Each mow cycle must be completed prior to invoice submission. The submit invoice date is the Thursday prior to the next Council Meeting. This allows sufficient time for the invoice to be added to payables.
2. There are four mowing zones. Contractor can select which zone, but once work has commenced in that zone it should be completed barring any unforeseen circumstances.
3. Upon zone completion, contractor will notify Public Works for inspection. Once the zone passes inspection that zone is completed for that mow cycle.
4. Trach cleanup will be required prior to mowing.
5. Grass shall be mowed to a maximum height of four inches.
6. Contractor shall weed eat around signs, post, trees, mailboxes, ect.
7. The entire width of right-of-way shall be maintained unless it is a designated side mount area. Side mount ditches are listed on a separate map. These areas consist of a deeper ditch that required a side mount. In these areas the contractor will be responsible for any of the right-of-way that the side mount does not cut. Contractor will also be responsible for all trash clean up in these areas.
8. Contractor shall be properly licensed to perform the work.
9. contractor shall operate in a safe manner and be responsible for its safety protocol.
10. Contractor shall maintain Workman's Compensation Insurance and General Liability Insurance when performing work for the Town. Town of Hilliard shall be named as an additional insured. General Liability Insurance shall be \$500,000 minimum.
11. Contractor shall be compensated for each completed mow cycle, as in accordance with this bid.
12. Sealed bids shall be received at the office of the Town Clerk at 15859 West County Road 108, Hilliard, Florida 32046 until 2:00 p.m. local time on February 19, 2026, at which time the Bids received will be publicly opened and read aloud.
13. Bids will be received for a single prime contract.
14. Bids shall be on a unit price basis as indicated in the Bid Form.
15. The issuing office for the Bidding Documents is the Town of Hilliard, 15859 West County Road 108, Hilliard, Florida 32046, (904) 845-3555.

16. Prospective Bidders may examine the Documents at the Issuing Office, Monday through Friday (excluding Holidays) and may obtain copies of the Bidding Documents free of charge from the Issuing Office.
17. Owner shall not be responsible for full or partial sets of Bidding Documents, including Addenda, if any, obtained from sources other than the Issuing Office.
18. The Town of Hilliard is an equal Opportunity Employer and welcomes bids from MBE/WBE contractors.
19. Bids may be rejected on an individual or collective basis by the town, in its sole and absolute discretion.
20. Each bidder must indicate in writing that it agrees that security in the form of a Bid Bond, specifically certified or cashier's check in the amount of \$2,500, payable to the Town of Hilliard, Florida accompanies the bid; that the amount is not to be construed as a penalty, but as liquidated damages that the Town will sustain by failure of the bidder to execute and deliver a contract within ten (10) days of the written notification of the award of the contract to the bidder; thereupon, the security shall become the property of the Town but if the applicable bid is not accepted within ninety (90) days of the time set for the submission of bides, or if the bidder delivers the executed contract upon receipt, the Security shall be returned to bidder within seven (7) working days.

**BID FORM**  
**RIGHT-OF-WAY MOWING CONTRACT**  
**TOWN OF HILLIARD, FLORIDA**

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**SUBMITTED BY:** North Florida Lawn Maintenance, Inc. **DATE:** 2/19/26  
PO Box 910 **TELE:** 904-879-9812  
Callahan, FL 32011 **FAX:** 904-628-0173  
**EMAIL ADDRESS:** emily@nflawninc.com

**1.01 This Bid is submitted to:**

Town of Hilliard  
15859 West County Road 108  
Hilliard, Florida 32046

- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.**

**ARTICLE 2 – BIDDER’S REPRESENTATIONS**

**2.01 In submitting this Bid, Bidder represents that:**

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:**

<u>Addendum No.</u>	<u>Addendum Date</u>
n/a	n/a

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.**
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.**
- D. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.**
- E. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.**
- F. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the**

Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

### **ARTICLE 3 – BIDDER’S CERTIFICATION**

#### **3.01 Bidder certifies that:**

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
  1. “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
  2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
  4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

### **ARTICLE 4 – BASIS OF BID**

- 4.01 Bidder will complete the Work in accordance with the Contract Documents for the following prices:

## UNIT PRICE BID

Item No.	Description	Estimated Quantity	Unit	Bid Unit Price	Bid Price
1	Mowing, Weed Eating, and Trash Clean-up (April 13 through November 26)	8	Each	\$4623.71	\$36,989.68
<b>Total of All Unit Price Bid Items</b>					<b>\$ 36,989.68</b>

\*Estimated Quantity is subject to reasonable requests by the Town on an as needed basis.

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, (2) estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids, and (3) final payment for all unit price Bid items will be based on actual satisfactorily installed quantities, determined as provided in the Contract Documents.

## ARTICLE 5 – BID SUBMITTAL

**BIDDER:** *[Indicate correct name of bidding entity]*

North Florida Lawn Maintenance, Inc.

By:

*[Signature]*



*[Printed name]*

Aaron Bailey

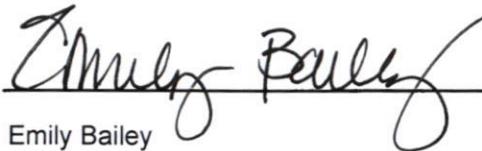
*(Title)*

President

*(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest:

*[Signature]*



*[Printed name]*

Emily Bailey

*[Title]*

Vice-President

Bidder's Business License No.: n/a

**Affix corporate seal, if applicable.**



# HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers  
15859 West County Road 108  
Post Office Box 249  
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## 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

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## MINUTES

THURSDAY, FEBRUARY 05, 2026, 6:00 PM

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### 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

#### NASSAU COUNTY SCHOOL BOARD MEMBERS

##### PRESENT

Dr. Kathy Burns, School Superintendent  
Shannon Hogue, District 1 Representative  
Gail Cook, District 2 Representative  
Kristi Simpkins, District 4 Representative  
Lissa Braddock, District 5 Representative  
Brett Steger, School Board Attorney  
Dr. Trey Robertson, New Facility Director

#### WORKSHOP

ITEM-1 Town of Hilliard Mayor & Town Council Members and Nassau County School Board to review and discuss the past, current and upcoming items of interest or concern.

***Lisa Purvis, MMC – Town Clerk***

##### 1. State of the School District Presentation

Superintendent Dr. Kathy Burns presented the 2026 State of the Schools address for the Nassau County School District. During her presentation, Dr. Burns proudly announced that the Nassau County School District is an A-1 district. All Nassau County schools have earned “A” ratings, and the District is ranked #1 in the State of Florida.

Dr. Burns also discussed several upcoming improvements to Hilliard Middle-Senior High School. These improvements were reviewed in collaboration with the Hilliard Mayor and Town Council, as well as members of the Nassau County School District Board.

## **2. Concurrency and Capacity Update – School Impact Analysis (SIA) Form**

Superintendent Dr. Kathy Burns provided an update regarding concurrency and capacity through the School Impact Analysis (SIA) process. She reported that there is currently available capacity at the Callahan and Hilliard schools. Dr. Burns further stated that the School Board will continue to monitor enrollment and capacity levels on a quarterly basis.

## **3. Interlocal Agreement Update – Public School Facility Planning**

The Nassau County School District Attorney, the Nassau County Board of County Commissioners (BOCC) Attorney, and the municipal attorneys have been collaboratively working to update the Interlocal Agreement for Public School Facility Planning. The intent is to modernize the existing twenty-year-old agreement and establish a consistent framework across the County.

The goal is to present a final draft of the updated agreement to the municipalities and the County for consideration by the spring. The Nassau County School Board's objective is to ensure that the cost of growth is borne by developers rather than current taxpayers.

A question was raised by the Town regarding whether any incentives would be considered for individuals who grew up in Nassau County.

## **4. NCSB 2025–2026 Work Plan Update**

Superintendent Dr. Kathy Burns reported that the School Board is required to submit a Five-Year Work Plan annually. She distributed copies of the State plan and noted that the plan is subject to change as project costs continue to fluctuate.

Council members inquired about the location of the proposed new school. Dr. Burns stated that a site has not yet been determined; however, funds are being set aside each year in preparation for the project. Discussion also included student stations (seats) and current capacity availability throughout the district.

## **5. NCSB Land / Growth Update**

Dr. Burns advised that the land and growth update had been addressed previously and did not provide additional information at this time.

## **6. TOH Community Center / Hurricane Shelter Update**

Town Clerk Lisa Purvis provided an update regarding the legislatively funded hurricane shelter project through the Florida Division of Emergency Management (FDEM). She reported that building plans were submitted to FDEM on October 3, 2025. Ms. Purvis stated that she has requested multiple status updates from the State but has not yet received a response.

She further advised that the project is currently estimated to be over budget. As a

result, the Town is pursuing the sale of the Mikkelsen property to cover the anticipated funding shortfall.

**ADDITIONAL COMMENTS**

Parking at football games at Hilliard High School has become an ongoing issue. Vehicles are parking on sidewalks, causing damage to Town property and blocking residents' driveways. This creates safety concerns and limits access for homeowners.

To address the problem, the following measures are suggested:

Install clearly visible "No Parking" signs in affected areas.

Encourage residents to contact the Nassau County Sheriff's Office when vehicles are parked in designated no-parking zones or blocking driveways.

Request that Hilliard High School keep the back gates closed during football games to discourage parking along nearby residential streets. Limiting access at that entrance may help reduce vehicles blocking residents' driveways and prevent further damage to Town sidewalks.

These steps may help improve traffic flow, protect public property, and reduce the impact on nearby residents.

**ADJOURNMENT**

Motion to adjourn at 6:45 p.m.

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Hilliard Town Council, Hilliard, Florida.

\_\_\_\_\_  
Kenneth A. Sims, Sr.  
Council President

ATTEST:

\_\_\_\_\_  
Lisa Purvis  
Town Clerk

APPROVED:

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John P. Beasley  
Mayor

# 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

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## MINUTES

**THURSDAY, FEBRUARY 05, 2026, 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

Mayor John Beasley  
Council President Kenny Sims  
Council Pro Tem Lee Pickett  
Councilman Jared Wollitz  
Councilman Joe Michaels

### ABSENT

Councilman Dallis Hunter

## REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-10 Septic Exception Application No. 20251203, Applicant Franklin Properties heard at the December 18, 2025, Regular Meeting.  
***Council President Sims***

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

- ITEM-2 Town Council approval of Septic Exception Application No. 20260129 allowing for a septic system to be placed within the Town Boundaries to serve a new Dwelling Unit, Parcel ID No. 08-3N-24-2380-0199-0170. Applicant Palmetto Construction LLC, Bryan Barfield.  
**Cory Hobbs – Public Works Director**

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

- ITEM-3 Town Council review of estimates and approval of Capital Budget Expenditure for Cedar Haven Lift Station Panel Replacement.  
**Cory Hobbs – 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 Michaels

- ITEM-4 Town Council review of estimates and approval of Capital Budget Expenditure for Wetland Effluent Panel Replacement. **Cory Hobbs – Public Works Director**

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

- ITEM-5 Town Council approval for the Capital Budget Purchase of \$6,805.00 not including freight, for Micrometer/Water Specialties 8" Flow Meter Model UM508  
**Cory Hobbs – Public Works Director**

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

- ITEM-6 Town Council approval of the FY 2025 Revenues and Expenditures Report for the period ending September 30, 2025.  
**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 Michaels

- ITEM-7 Town Council approval of the Town Clerk's recommendation to fill the Town Hall Administrative Assistant vacant position.  
**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 Michaels

- ITEM-8 Town Council approval of the Minutes for the December 11, 2025, Workshop, December 18, 2025, Public Hearing & Regular Meeting, January 8, 2026, Workshop, January 12, 2026, Joint Workshop and the January 15, 2026, Public Hearing & Regular Meeting.  
**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 Michaels

- ITEM-9 Town Council approval of CPH Consulting, LLC, Payable through January 16, 2026, Project Name: Manhole 167 & 170 Repairs in the amount of \$1,200.  
**CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$18,400**

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

#### ADDED ITEMS

- ITEM-10 Town Council approval of Septic Exception Application No. 20251203 reconsider allowing for a septic system to be placed with the Town Boundaries to serve a new Dwelling Unit, Parcel ID No. 08-3N-24-2380-0128. Applicant Franklin Properties.  
**Council President Sims**

Motion to approve Septic Exception Application No. 20251203, after determining that extending the Town's sanitary sewer system only the one house at the end of the sewer line can be connected.

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

#### ADDITIONAL COMMENTS

##### PUBLIC

No comments.

##### MAYOR & TOWN COUNCIL

**Councilman Wollitz** wishes the Hilliard High School good luck in the Basketball playoffs.  
**Councilman Michels** states that the Hilliard Parks & Recreation Basketball teams are rocking and rolling.

**Council Pro Tem Pickett** prayers for Councilman Michaels wife and for several other family's in and around Hilliard.

**Council President Sims** states that the trip to Tallahassee for Rural Counties Day was a huge success. Thanks all that worked the fire on CR 108.

**Mayor Beasey** states that Food Truck Friday was cold but a success and thanks all that attended. States that Hilliard Parks & Recreation Basketball teams are fun to watch play. The next Hilliard Action Committee Meeting is set for Monday, February 9, 2026, and that we are currently planning for the Town's Annual Town Clean-Up.

## **ADMINISTRATIVE STAFF**

### PRESENT:

Town Clerk Lisa Purvis  
Public Works Director Cory Hobbs  
Land Use Administrator Lee Anne Wollitz

### ABSENT:

Parks & Recreation Director Gabe Whittenburg

**Land Use Administrator Lee Anne Wollitz**, reminds every one of the CPR course Monday, February 9, 2026 and Monday, February 23, 2026, that will be hosted at the Hilliard Volunteer Fire Department conference room at the old Town Hall. States that five staff members and HVFD members went to the Nassau County Emergency Management Level I Training. The Nassau County Recreation Department has reached out and has provided dates that they would like for the Town to come and tour the Westside Regional Park. The Council decide on Monday, February 23, 2026, at 11:00 a.m. would work with everyone's schedule. States that she showed the Mikkelson Property to two prospects with one being a 55 and over community. The hold up on the McDonalds permit is Nassau County ROW and Utility Driveway Permit and that she would calling Nassau County regarding the hold up.

## **TOWN ATTORNEY**

No comment.

## **ADJOURNMENT**

Motion to adjourn at 7:21 p.m.

Motion made by Council President Sims, Seconded by Councilman Wollitz.

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Hilliard Town Council, Hilliard, Florida.

\_\_\_\_\_  
Kenneth A. Sims, Sr.  
Council President

ATTEST:

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Lisa Purvis  
Town Clerk

APPROVED:

---

John P. Beasley  
Mayor

# HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers  
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## TOWN COUNCIL MEMBERS

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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

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## MINUTES

THURSDAY, FEBRUARY 12, 2026, 6:00 PM

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### 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

### WORKSHOP

- ITEM-1 Town Council will hear information about sewer system Infiltration & Inflow (I&I) and additional ways to lessen its impact on our system and discuss possibilities for system updates within the Town.  
**Cory Hobbs- Public Works Director**  
**Lee Anne Wollitz – Land Use Administrator**

Discussion began with Council being provided copies of the area maps previously submitted as part of the Mitigation Grant request from several years ago. These maps identify the area currently being requested for legislative appropriations funding, along with updated maps showing all existing sewer line locations.

Council discussed the current infiltration rates, which are estimated at approximately 50 to 70 gallons per day.

Mr. Henry Vorpe, Engineer with AVA Engineering, and Mr. Mike Moore of Northpointe Services, Inc. were present to introduce chemical grouting as a more cost-effective method to address sewer system rehabilitation within the Town. Mr. Vorpe encouraged the Town to consider chemical grouting as a viable option to help resolve the identified issues.

## ITEM-2

Town Council discussion related to Councilman Wollitz standing meeting with County Manager on the third Friday of each month.

**Lee Anne Wollitz – Land Use Administrator**

Mrs. Wollitz and Councilman Wollitz provided the following update from their most recent monthly meeting with Nassau County Management Team:

1. Group Fireworks – The County has allocated \$17,000 to cover overtime expenses for the Nassau County Sheriff's Office and for signage and overtime costs associated with the Road Department.
2. Westside Regional Park – A park tour is scheduled for February 23, 2026, at 11:00 a.m. Participants will meet at the second gate off Pratt Siding Road.
3. Westside Regional Park Infrastructure – The park currently operates with three wells and septic systems in place of a package plant. These systems will be maintained by County staff.
4. Beaver Issues – Concerns regarding drainage on Mr. Orin McClain's property were discussed. The Nassau County Road & Bridge Department will coordinate trapping efforts within the right-of-way, working with adjacent property owners, the Dials, to obtain necessary ROW permits and resolve the drainage concerns.
5. Nassau County Water & Sewer Department Expansion – At this time, there are no plans under consideration for future expansion.
6. Local Option Gas Tax – The distribution percentages will be reassessed following discussion regarding the impact on the Town of Hilliard based on the most recent percentage evaluation.

The following items are requested to be placed on the agenda for discussion at the next meeting between the Town and County:

1. Code Enforcement – The Town will request the opportunity to train under Nassau County's new magistrate process to ensure proper implementation and coordination.
2. Fireworks Display – The Town would like to revisit the cost-sharing arrangement between the Towns and Nassau County for the annual fireworks display.

Other Discussion Updates:

1. McDonald's – The Nassau County right-of-way (ROW) permit has been approved; and the project is now moving forward at this time.
2. Hilliard Elementary School – Concerns regarding confusion with the one-way signage on Ohio Street was discussed. Public Works Director Cory Hobbs was asked to coordinate with Nassau County to address and resolve the issue.
3. Nassau County Engineer Robert Companion advised that the results of the pavement management testing on the Town ROWs are expected to be received by the first of April.

ITEM-3 Town Council to review and discuss potential paving projects on Town Streets that have sewer service.

**Cory Hobbs- Public Works Director**

Council President Sims reported that he and Public Works Director Cory Hobbs recently reviewed the Town's rights-of-way (ROWs) where water and sewer infrastructure is already in place and which are currently in the poorest condition for potential resurfacing.

Among those identified, Ohio Street between Bay Road and West First Avenue is considered one of the most deteriorated segments at this time. Additional ROW priorities will be determined upon receipt and review of the pavement management results from Nassau County.

ITEM-4 Town Council will hear information concerning a proposal by CPH to upgrade and integrate GIS Mapping of all Town Utilities into new layers.

**Cory Hobbs- Public Works Director**

**Lee Anne Wollitz – Land Use Administrator**

Land Use Administrator Lee Ann Wollitz provided an update regarding the Town's mapping initiatives. She explained the use of Diamond Maps for producing new GIS maps and stated that she is currently working on a resolution to require new Planned Unit Developments (PUDs) to cover the cost of updating the Town's GIS maps moving forward.

Additionally, Ms. Wollitz reported that she is working to have the Town integrated into the 811 system to enhance utility location and safety coordination.

ITEM-5 Town Council to review, discuss and hear information and input regarding the salary study.

**Wendy Prather – Financial Analyst**

Financial Analyst Wendy Prather updated the Council regarding proposals for conducting a salary study. She reported that two proposals have been received:

- Evergreen, the company previously used for the Town's last study, at a cost of \$9,500.
- Outsolve, at a cost of \$5,000.

Ms. Prather stated that she will continue efforts to obtain a third quote for comparison.

The Council agreed that Ms. Prather should secure a third proposal and present it at the next monthly workshop on March 12, 2026, for further discussion. A final decision to proceed with the salary study may be considered at the first regular meeting on April 2, 2026.

ITEM-6 Town Council to review, discuss and hear information and input regarding the reorganization of staff within the Town Clerk's Office.

**Lisa Purvis, MMC – Town Clerk**

Town Clerk Lisa Purvis informed the Council that she is in the process of reorganizing her duties and would like to move forward with creating an open position for a Grant / Capital Administrator. This position would allow for training someone to assume these responsibilities upon her eventual retirement.

Ms. Purvis explained that the goal is to remove all non-clerk duties from her current position description, returning it to a traditional Town Clerk role. She emphasized that, given the Town's continued growth, it is no longer feasible for one person to effectively manage all current responsibilities.

She noted that for the fiscal year ending September 30, 2025, the Town expended over \$1.2 million in federal and state grant funds, and these demands are expected to increase with upcoming capital projects.

This item is scheduled to be placed on the next regular agenda on February 19, 2026, for potential discussion.

### **ADDITIONAL COMMENTS**

Council President Sims addressed a recent social media post suggesting that the Town Council increased water and sewer rates due to new subdivisions, specifically the Greenbrier PUD, connecting to the Town's water and sewer system.

Heather Gates stated that she may have received incorrect information, noting that the source was the Nassau County Property Appraiser's Office.

Council President Sims clarified that it would be impossible for the Property Appraiser's Office to provide such information as the reason for the Town's water and sewer rate increase.

Mrs. Gates apologized for any misinformation shared and emphasized that her intention is to remain involved and supportive of Town activities.

### **ADJOURNMENT**

Motion to adjourn at 8:15 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

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Hilliard Town Council, Hilliard, Florida.

---

Kenneth A. Sims, Sr.  
Council President

ATTEST:

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Lisa Purvis  
Town Clerk

APPROVED:

---

John P. Beasley  
Mayor

# HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers  
15859 West County Road 108  
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Hilliard, FL 32046

**TOWN COUNCIL MEMBERS**

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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

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**MINUTES**

**THURSDAY, FEBRUARY 19, 2026, 7:00 PM**

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EVEN WHEN WE DISAGREE.  
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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

**REGULAR MEETING**

ITEM-1 Additions/Deletions to Agenda  
  
ITEM-6 Public Works Department employee resignation.  
***Cory Hobbs - Public Works Director***

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, Councilman Michaels

ITEM-2 Town Council approval of Septic Exception Application No. 20260206 allowing for a septic system to be placed within the Town Boundaries to serve a new Dwelling Unit, Parcel ID No. 08-3N-24-2380-0199-0130. Applicant Palmetto Construction LLC, Bryan Barfield.

***Cory Hobbs – Public Works Director***

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-3 Town Council approval of the Capital Budget Expenditure for 3 Bunker Gear Sets, from Municipal Equipment Company, LLC, in the amount of \$15,178.35.

***Lisa Purvis, MMC – Town Clerk***

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

ITEM-4 Town Council approval of Position Process for Chelsea Wingate's transition from Introductory/Probationary status to Regular Full-Time.

***Lee Anne Wollitz, Land Use Administrator***

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, Councilman Michaels

ITEM-5 Request for the Town Council to review and consider the reorganization of staff structure and responsibilities through the reclassification of existing positions, and to approve the creation of a new position description titled Grant & Capital Projects Administrator.

***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

#### **ADDED ITEMS**

ITEM-6 Town Council to accept the resignation of Colt Gandy, Public Works Heavy Equipment Operator effective February 19, 2026.

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

#### **ADDITIONAL COMMENTS**

##### **PUBLIC**

No comments.

## MAYOR & TOWN COUNCIL

**Councilman Wollitz** wishes the Hilliard High School good luck in the Basketball playoffs. **Councilman Michels** states that the Hilliard Parks & Recreation Soccer registration is currently going on and the 35+ Men's Basketball Team signups are going on through the end of the month.

**Mayor Beasey** states that he will giving his State of Town at the next meeting on March 5, 2026. Reminds everyone that the Westside Regional Park tour will be on Monday, February 23, 2026, at 11:00 a.m. That the Hilliard Parks & Recreation Basketball and the Hilliard High School, Basketball, Baseball and Softball Teams are currently going on and encourages everyone to go and watch them play. Food Truck Friday is next Friday, February 27, 2026.

## ADMINISTRATIVE STAFF

### PRESENT:

Town Clerk Lisa Purvis  
Public Works Director Cory Hobbs  
Land Use Administrator Lee Anne Wollitz

### ABSENT:

Parks & Recreation Director Gabe Whittenburg

**Public Works Director Cory Hobbs** states that they recently finished installing the new fire hydrants on West CR 108 and West First Street by Spinners Pizza.

## TOWN ATTORNEY

No comment.

## ADJOURNMENT

Motion to adjourn at 7:18 p.m.

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, Councilman Michaels

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the Hilliard Town Council, Hilliard, Florida.

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Kenneth A. Sims, Sr.  
Council President

ATTEST:

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Lisa Purvis  
Town Clerk

APPROVED:

---

John P. Beasley  
Mayor



9822 Tapestry Park Circle  
 Suite 205  
 Jacksonville, FL 32246  
 904.265.0751

ITEM-5

Invoice Questions: [Billing@lja.com](mailto:Billing@lja.com)  
 Payment Questions: [AR@lja.com](mailto:AR@lja.com)

[www.LJA.com](http://www.LJA.com)

Town of Hilliard  
 PO Box 249  
 15859 West CR 108  
 Hilliard, FL 32046  
 United States

Invoice : 202602194  
 Invoice Date : 2/11/2026  
 Project : 7711-25008  
 Project Name : W 6th Street  
 PM Name : Eric W Lanning

**For Professional Services Rendered Through 1/30/2026**

	Fee	% Complete	Billings		
			To Date	Previous	Current
001 - Project General Tasks	20,806.36	70.00	14,564.45	12,483.82	2,080.63
002 - Roadway/TTCP	35,077.44	65.00	22,800.34	21,046.47	1,753.87
003 - Drainage	18,858.50	65.00	12,258.03	11,315.10	942.93
004 - SAPM	8,379.04	30.00	2,513.71	1,675.81	837.90
005 - ETM- Survey	7,745.00	100.00	7,745.00	7,745.00	0.00
006 - MAE- Geotech	10,805.92	99.97	10,802.92	10,802.92	0.00
<b>Current Billings</b>					<u>5,615.33</u>
<b>Amount Due This Bill</b>					<u><u>5,615.33</u></u>



**Mail Checks payable to:**

LJA Engineering, Inc  
 DEPT. 803 P.O. BOX 4346 Houston,  
 TX 77210-4346

**Send ACH or Wire Payments to:**

Account Name:.....LJA Engineering, Inc  
 Name of Bank:.....Amegy Bank  
 ABA Routing Number: .....113011258  
 Account Number:.....5795329241  
 Swift Code:.....ZFNBUS55  
 Please email a remittance advice to: [AR@lja.com](mailto:AR@lja.com)



# AGENDA ITEM REPORT

## TOWN OF HILLIARD, FLORIDA

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TO: Town Council Regular Meeting Meeting Date: March 5, 2026

FROM: **John P. Beasley – Mayor**

SUBJECT: Mayor Beasley presents the annual 2025 State of the Town message.

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**BACKGROUND:**

Based on Town of Hilliard, Town Charter, Section 4.03, the mayor is to annually present the State of the Town message.

**FINANCIAL IMPACT:**

NA

**RECOMMENDATION:**

Mayor Beasley presents the annual 2025 State of the Town message.