

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, APRIL 16, 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 Consideration of adopting Resolution No. 2026-05, authorizing submission to the St. Johns River Water Management District (SJRWMD) to allow the Town of Hilliard to qualify for a reduced permit application fee of \$100 per permit for public purpose projects.
Lee Anne Wollitz - Land Use Administrator

ITEM-3 Town Council consideration of next steps following negotiations with New Leaf Communities, LLC for purchase of the Mikkelsen Estate Property
Christian Waugh – Town Attorney

ITEM-4 Town Council approval of the Public Works Director's recommendation to fill the vacant Public Works Technician position.
Cory Hobbs - Public Works Director

ITEM-5 Town Council consideration of approval for Phase 1 of a Watermain Replacement Capital Improvement Project, with a total project budget of \$60,000.00.
Cory Hobbs – Public Works Director

ITEM-6 Town Council consideration of approval of a Capital Budget Project in the total amount of \$20,000.00. The project includes the replacement of one damaged fire hydrant and the installation of three (3) new fire hydrants along North Oxford Street and Webb Street.
Cory Hobbs – Public Works Director

ITEM-7 Town Council approval of Peters & Yaffee Engineering, now owned by LJA Engineering, Inc., Payable through March 27, 2026, Project Name: Design West Sixth Street in the amount of \$5,980.50.
**DAYSPRING COMMONS DEVELOPER FUNDED PROJECT LUMP SUM
CONTRACT \$116,672.26**

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 27, 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 |



AGENDA ITEM REPORT TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: April 16, 2026

FROM: **Lee Anne Wollitz - Land Use Administrator**

SUBJECT: Consideration of adopting **Resolution No. 2026-05**, authorizing submission to the **St. Johns River Water Management District (SJRWMD)** to allow the Town of Hilliard to qualify for a reduced permit application fee of \$100 per permit for public purpose projects.

BACKGROUND:

The Town of Hilliard is required to renew its Consumptive Use Permit (CUP) through the St. Johns River Water Management District (SJRWMD) in April 2026. The Town meets the qualifications for reduced permit fees.

This action is consistent with previous actions taken when applying for SJRWMD permits for public-purpose projects.

FINANCIAL IMPACT:

Reduced permit fee of \$100.00

RECOMMENDATION:

Town Council adoption of Resolution No. 2026-05, SJRWMD reduced permit fee for public purpose project.

RESOLUTION NO. 2026-05

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD; FLORIDA, A MUNICIPAL CORPORATION; REQUESTING ST. JOHNS RIVER WATER MANAGEMENT DISTRICT TO REDUCE PERMIT APPLICATION FEES.

WHEREAS, Section 218.075, Florida Statutes, allows a reduction of permit processing fees for municipalities with a population of 25,000 or less, counties which population of 75,000 or any county or municipality not included within a metropolitan statistical area, certification by that municipality or county that the cost of the permit processing fee is a fiscal hardship; and

WHEREAS, the Town of Hilliard, certifies that it is a municipality with a population of 25,000 persons or less; and is not included within a metropolitan statistical area; and

WHEREAS, the Town of Hilliard, further certifies that it qualifies for permit processing fee reduction for the Fiscal Year October 1, 2025, through September 30, 2026, due to the per capita taxable value is less than the statewide average for the current fiscal year; and

WHEREAS, these factors are supported by the attached documents: 2025 Florida Department of Revenue Property Tax Oversight;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF HILLIARD, does hereby request that the St. Johns River Water Management District reduce the permit application fee for public purpose projects for which the Town of Hilliard is a permit applicant to a fee of \$100 per permit, or if the current permit application fee is less than \$100 by 50 percent, for the Fiscal Year beginning October 1, 2025, and ending September 30, 2026.

THIS RESOLUTION adopted this _____ day of _____, _____, by the Town Council of the Town of Hilliard, Florida.

Kenneth A. Sims
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor



Florida Department of Revenue
Property Tax Oversight

Jim Zingale
Executive Director

5050 West Tennessee Street, Tallahassee, FL 32399

floridarevenue.com

April 1, 2026

Town of Hilliard
Post Office Box 249
Hilliard, Florida 32046

TOWN OF HILLIARD

The table below shows the requested information related to per capita taxable value and the percentage of assessed property that is exempt from ad valorem taxation.

	<u>Town of Hilliard</u>	<u>Statewide</u>
Total Just Value	552,804,969	5,398,029,438,924
Total Assessed Value	459,083,483	4,150,075,037,930
Taxable Value	199,268,103	3,478,113,402,548
Exempt Amount	259,815,380	671,961,203,039
Population	3,127	23,269,152
Per Capita Taxable Value Average	63,725	149,473
Percentage of Assessed Value Exempt from Taxation	56.59%	16.19%
Millage	3.5000	
Sources: "Ad Valorem Data Book 2025" (DOR) and "Florida Estimates of Populations 2025" (BEBR)		

Please contact either Harvey Bissoo at 850-717-6502 or Harvey.Bissoo@floridarevenue.com or Allison Kever at 850-617-8925 or Allison.Kever@floridarevenue.com if you have any questions. Thank you.

Property Tax Oversight, Research & Analysis

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AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: April 16, 2026

FROM: **Christian Waugh – Town Attorney**

SUBJECT: Town Council consideration of next steps following negotiations with New Leaf Communities, LLC for purchase of the Mikkelsen Estate Property

BACKGROUND:

The Town has received and negotiated an offer for the purchase of its 40-acre vacant parcel, commonly known as the Mikkelsen Estate, located in Hilliard.

- **March 5, 2026:** Offer submitted by New Leaf Communities, LLC, represented by Mr. John H. Latshaw, Jr.
- **March 12, 2026:** Offer reviewed and discussed during the Town Council monthly workshop
- **March 19, 2026:** Town Council authorized the Town Attorney to enter negotiations on behalf of the Town

Following these discussions and negotiations, the matter is now presented for Council consideration regarding how to proceed.

FINANCIAL IMPACT:

The sale of the property is expected to generate revenue that will:

- Offset costs exceeding the Florida Division of Emergency Management (FDEM) legislative appropriations designated for the Hurricane Shelter/Community Shelter Building
- Provide additional funds to help address current or future budget shortfalls

RECOMMENDATION:

Staff recommends that the Town Council consider moving forward based on the negotiated terms with New Leaf Communities, LLC, represented by Mr. John H. Latshaw, Jr., for the purchase of the Town’s 40-acre Mikkelsen Estate property.



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: April 16, 2026

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

SUBJECT: Town Council approval of the Public Works Director's recommendation to fill the vacant Public Works Technician position.

BACKGROUND:

This is a request to approve the hiring of Geoffrey Williams for the Public Works Technician position.

Geoffrey Williams has experience in plumbing and holds a Class A CDL license.

FINANCIAL IMPACT:

Grade 3 Step 7 at \$20.30 Hourly - \$42,226.18 Annually.

RECOMMENDATION:

Town Council approval of the Public Works Director's recommendation to fill the vacant Public Works Technician position.

**TOWN OF HILLIARD
PUBLIC WORKS DIRECTOR
Position Process**

Regular Meeting: April 16, 2026

Applicant: Geoffrey Williams
27210 Kristie Circle South
Hilliard, FL 32046

Position: Public Works Technician

Pay Rate: Grade 3 / Step 7
\$20.30 per hour / \$42,226.18 Annually

Position Starts: April 20, 2026 – Introductory/Probationary Period

Position Status: June 18, 2026 – Regular Full Time Position

Position Requirements: A current Driver's License and High School Diploma or equivalent are required. Certification in Water or Wastewater Plant Operation preferred or two years' experience in Water or Wastewater. Experience in landscaping, operating, driving dump trucks, water, and sewer utility work is a plus.

Position Information:

- Maintain accurate records of all duties performed.
- Assist in the maintenance and installation of driveway culverts and drainage, using and operating equipment as needed,
- Perform the installation of street signs throughout the Town.
- Maintain inventory of the Town's Street signs.
- Assist in maintaining the Town right of way and parks.
- Assist in trimming trees on Town right of way.
- Assist in the maintenance of water meters in Town, i.e., trouble shoot and change out as needed.
- Assist in reading water meters on an as needed basis for billing purposes.
- Performs water service cutoffs for non-payment as directed.
- Assists in maintenance of water main valve as scheduled.
- Assist with water and sewer taps.
- Perform scheduled and emergency water and sewer repairs.
- Help to maintain inventory of water and wastewater supplies and stock.
- Locate and mark Town utilities as required for construction purposes.
- Check and maintain lift stations as needed.
- Assist in preventative and emergency maintenance of all equipment and property of the Town.

- Assist with special projects as directed by the Public Works Director, i.e., Holiday
- Decorations, July 4th celebration, Town Cleanup, etc.

Conditions of Employment:

The offer of employment is contingent upon the following: Satisfactory results of a background investigation and/or medical examination or inquiry, including a drug screen test.

The Town of Hilliard is an Equal Opportunity Employer and a Drug Free Workplace.



Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Public Works Technician

Department: Public Works
Pay Grade: 3
FLSA Status: Non-Exempt

JOB SUMMARY

The purpose of this classification is to provide assistance and support to the Public Works Director, participating in discussion and decision making in a number of areas relating to job duties and responsibilities. Under the general supervision and direction of the Public Works Director, this individual is delegated to the Water and Sewer Department while at the same time must work closely with all departments. This individual must be able to work independently with minimal supervision.

ESSENTIAL JOB FUNCTIONS:

- Perform daily operations with heavy equipment, including backhoes, dump trucks, and excavators.
- Schedule maintenance on equipment.
- Perform accurate records of all duties performed.
- Perform in the maintenance and installation of driveway culverts and drainage, using and operating equipment as needed.
- Maintenance of Town right of ways.
- Assist in the maintenance of water meters in Town, i.e., trouble shoot and change out as needed.
- Assist in reading water meters on an as needed basis for billing purposes.
- Performs water service cutoffs for non-payment as directed.
- Assist in maintenance of water main valves as scheduled.
- Perform water and sewer taps.
- Perform scheduled and emergency water and sewer repairs.
- Help to maintain inventory of water and wastewater supplies and stock.
- Locate and mark Town utilities as required for construction purposes.
- Check and maintain lift stations as needed.
- Ensure all generators are fully operational.
- Evaluate and make mechanical repairs as needed.
- Perform building maintenance on all town facilities.
- Assist in installation and maintenance of street signs.
- Paint and maintain fire hydrant appearance throughout the Town.

- Perform preventative and emergency maintenance of all equipment and property of the Town.
- Assist with special projects as directed by the Public Works Director, i.e., Holiday Decorations, July 4th celebration, Town Cleanup, etc.
- Monitors and stays current with technology as it pertains to the operations of this department.
- Assist with after-hours emergencies.
- Assist in the evening Mosquito Prevention program as needed.
- Aid in all emergency situations within the Town.
- Take on additional duties as required by the Public Works Director and or the Assistant Public Works Director.
- Performs other related duties as assigned.

These examples are intended only as illustrations of various types of work performed and are not necessarily all inclusive. The job description is subject to change as the needs of the employer and the requirements of the job change.

MINIMUM REQUIREMENTS TO PERFORM WORK:

- High school diploma or equivalent;
- Two (2) years' experience in utility work;
- Or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

LICENSES, CERTIFICATIONS OR REGISTRATIONS:

- Valid State of Florida CDL License (required within 1 year of employment).

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of the principles, practices, and safety procedures of public works operations.
- Knowledge of construction methods, materials and equipment as applied in municipal public works.
- Knowledge of emergency management principles and practices.
- Knowledge federal, state and local laws, ordinances and regulations pertaining to the treatment of water, and the occupational hazards and safety precautions associated with water plants and related activities.
- Skill in the operation and control of equipment, machinery, tools and/or materials necessary to the performance of essential functions.
- Skill in communicating effectively with people beyond giving and receiving instructions.
- Must be adaptable to performing under stress and when confronted with persons acting under stress and/or emergency situations.
- Ability to comprehend and apply training received in the operation of water treatment plants, detection of water quality defects and initiating appropriate remedial action in the operation of water treatment equipment, chemical feed systems and other related equipment, and performing and repairs on plant equipment.
- Ability to follow operating and recording procedures; to prepare reports, logs, work orders, records, etc., using prescribed formats and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to perform arithmetic operations, to perform accurate calculations aided by calculator, adding machine or measurement device.

- Ability to establish and maintain effective working relationships as necessitated by work assignments; to deal with people beyond giving and receiving instructions, and to perform under stress and when confronted with emergency situations.

PHYSICAL DEMANDS:

Work consists of heavy work, which requires exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Some tasks may require the ability to do work at heights above 20 feet.

WORK ENVIRONMENT:

Work is performed in a dynamic environment in all weather conditions on Town streets, rights-of-way, in close proximity to roadway traffic, noxious fumes, heavy equipment and occasionally in confined spaces. Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, temperature and noise extremes, bright/dim light, toxic agents, disease, pathogenic substances, animal/wildlife attacks, animal/human bites, or rude/hostile citizens.

CONDITIONS OF EMPLOYMENT:

Offer of employment is contingent upon the following: an interview of references and previous employers; satisfactory results of a background investigation and/or medical examination or inquiry, including a drug screen test.

The Town of Hilliard has the right to revise this position description at any time and does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date

The Town of Hilliard, Florida commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The Town's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal/state/local law.



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: April 16, 2026

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

SUBJECT: Town Council consideration of approval for Phase 1 of a Watermain Replacement Capital Improvement Project, with a total project budget of \$60,000.00.

BACKGROUND:

The Town is actively working toward the replacement of all galvanized piping by 2037 as part of its ongoing commitment to improving infrastructure and service reliability. In support of this effort, the Public Works Department has included a capital improvement project in the Fiscal Year 2025–2026 budget totaling \$60,000.

Phase 1 of the project includes the replacement of approximately 1,200 linear feet of watermain with upgraded sizing, installation of new service connections for 14 dwelling units, and two new service connections to serve North Oxford Park. The proposed improvements will take place along North Oxford Street and Webb Street, where upgrades are expected to provide the greatest benefit to residents.

FINANCIAL IMPACT:

The estimated cost for Phase 1 of the project is \$30,000.00, which is part of the total \$60,000 capital budget for the watermain replacement project.

Current cost estimates include:

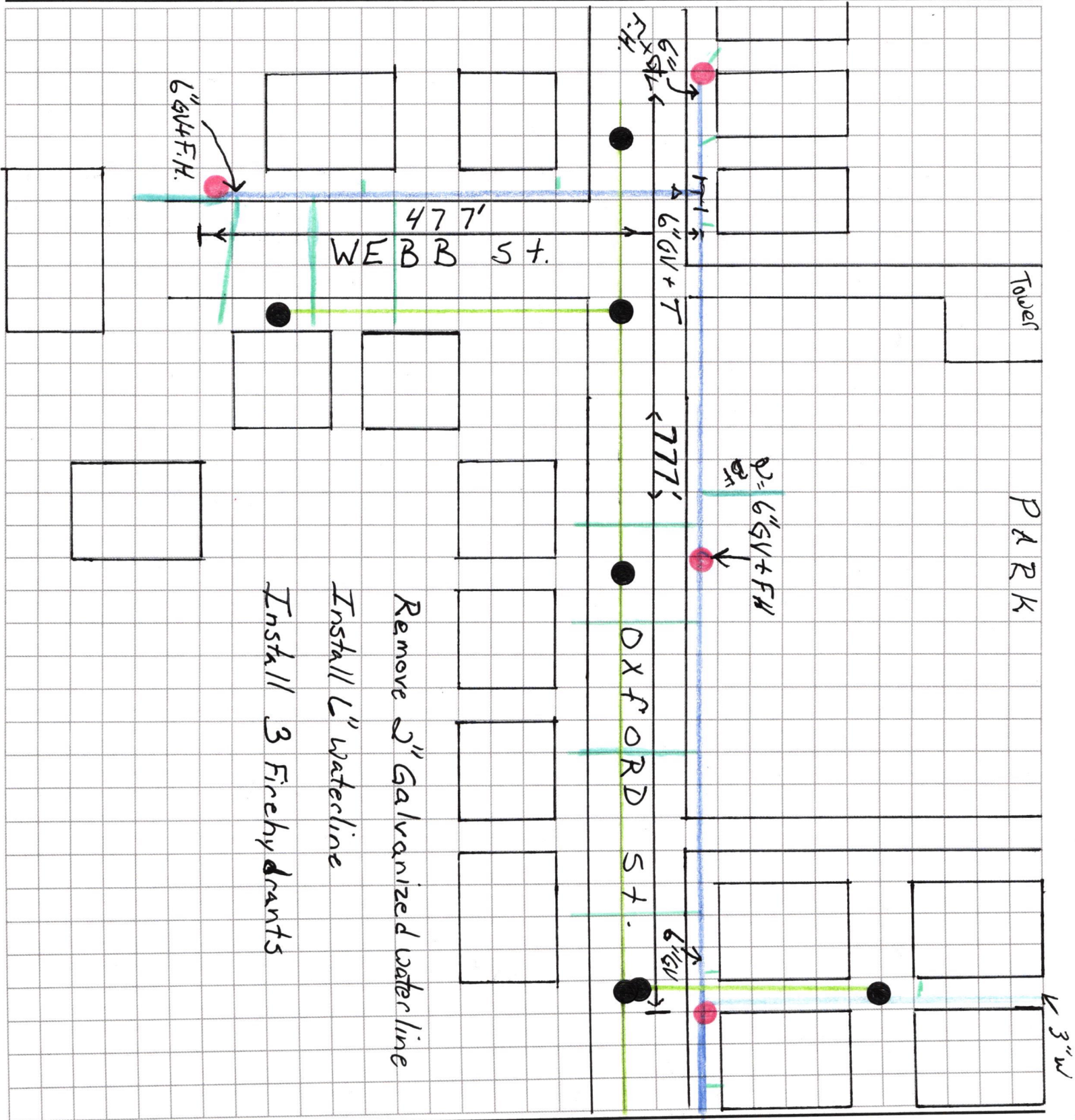
- * Fortiline Waterworks (supplies – sole source): \$21,965.06
- * Skinner (boring services): \$3,500.00

The Public Works Department has evaluated priority areas throughout the community to ensure funds are directed toward projects with the highest impact on service reliability and infrastructure improvement.


RECOMMENDATION:

Staff recommends Town Council approval of Phase 1 of the Watermain Replacement Capital Budget Project.

Pumps • Power Transmission • Electric Motors & Drives • Blowers & Vacuum • Steam Filtration • Fluid Sealing • Service & Repair • Lubricants • Packaged Lift Stations



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 fax: (904)356-8717

Orlando, FL
 local: (407)843-7400
 toll free: (800)226-5050
 fax: (407)423-9786

Tampa, FL
 local: (813)621-8071
 toll free: (800)226-5050
 fax: (813)623-5591

Ft. Lauderdale, FL
 local: (954)584-1340
 toll free: (800)226-5050
 fax: (954)584-2453





CUSTOMER NO	QUOTING BRANCH	QUOTE NO	QUOTE DATE	PAGE
215420	FORTILINE JACKSONVILLE	6834149	4/08/26	1

CUSTOMER
TOWN OF HILLIARD P.O. BOX 249 HILLIARD, FL 32046

PROJECT INFORMATION
NORTH OXFORD ST 6" EXT

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
***** IF, AFTER THE DATE OF THIS QUOTE, ANY NEW OR INCREASED TARIFFS, DUTIES OR OTHER GOVERNMENT-IMPOSED COSTS ON MATERIALS USED IN THE WORK BECOMES EFFECTIVE, THE CONTRACT PRICE SHALL BE ADJUSTED TO REFLECT THE ACTUAL INCREASED COST TO FORTILINE. FORTILINE SHALL PROMPTLY NOTIFY THE CUSTOMER OF ANY SUCH COST IMPACT. FAILURE OF FORTILINE AND THE CUSTOMER TO AGREE ON ANY PRICE ADJUSTMENT SHALL NOT RELIEVE THE CUSTOMER'S OBLIGATION TO PAY THE INCREASED COST. *****					
40	1300	FT	6" C900 DR18 PIPE BLUE	9.1400	11,882.00
50	200	FT	2" SCH80 PVC PIPE BE GREY	2.8800	576.00
60	2	EA	6" MJ GV O/L A2361-23 L/ACC	1,050.0000	2,100.00
70	2	EA	461S HD SCREW VLV BX LESS LID	105.0000	210.00
80	2	EA	5-1/4 VB LID M/WATER	25.0000	50.00
90	1	EA	6" MJ TEE C153	250.7700	250.77
100	500	FT	1"X100' CTS BLUE PE 250PSI TUBING	.6000	300.00
110	14	EA	6X1 IP 406 SDL 6.63-6.90 406-0690X08IP JCM	94.1300	1,317.82
120	14	EA	1" BALL VLV PJCFIP 76102JW-22 W/SMALL HOLE WING LOCK	139.7600	1,956.64
130	2	EA	6X2 IP 406 SDL 6.63-6.90 406-0690X14IP JCM	110.5100	221.02
210	2	EA	2" BALL VLV PJCFIP 76102JW-22 W/SMALL HOLE LOCK WING	314.8400	629.68
140	30	EA	1" SS INSERT CTS 6133T	2.3200	69.60
150	4	EA	2" SS INSERT CTS 6133T	3.1800	12.72
160	15	EA	1" METER CPLG LEAD FREE	14.4300	216.45
170	2	EA	2" METER CPLG LEAD FREE	45.9300	91.86
180	14	EA	1" CORP STOP MIPXPJC 7470422 NO LEAD	75.6500	1,059.10
190	12	EA	6"STAR GRIP MJ REST PVC 4000HD	49.4100	592.92
200	13	EA	6" MJ REGULAR ACC LESS GLAND	32.9600	428.48

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date.
After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions.



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: April 16, 2026

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

SUBJECT: Town Council consideration of approval of a Capital Budget Project in the total amount of **\$20,000.00**. The project includes the replacement of one damaged fire hydrant and the installation of three (3) new fire hydrants along North Oxford Street and Webb Street.

BACKGROUND:

The Town is actively working toward the replacement of all galvanized piping by 2037 as part of its ongoing commitment to improving infrastructure and enhancing service reliability. Where feasible, the Town is also upgrading pipe sizes as part of these replacement efforts to improve system capacity and to provide increased fire protection for residents.

Over the past year, the Public Works Department has worked diligently to inspect and test each fire hydrant within the Town, completing all necessary repairs and replacing units that were found to be in poor working conditions. At this time, one hydrant remains in need of repair or replacement.

The Public Works Department is requesting authorization to expand the Town's hydrant inventory by three (3) additional units. These hydrants would be incorporated into the ongoing Watermain Replacement Project along North Oxford Street and Webb Street, further enhancing fire protection coverage in these areas.

FINANCIAL IMPACT:

Project Budget / Fiscal Impact:

The total estimated cost of the capital project is **\$20,000.00**, which includes both materials and labor.

- **Estimated supplies (North Oxford Street & Webb Street):** \$14,078.16
- **Replacement of Hydrant #127 (labor and materials):** up to \$5,000.00

RECOMMENDATION:

Staff recommends Town Council approval of a Capital Budget Project in an amount not to exceed **\$20,000.00**, which includes the installation of three (3) new fire hydrants and the replacement of one (1) existing fire hydrant.



CUSTOMER NO	QUOTING BRANCH	QUOTE NO	QUOTE DATE	PAGE
215420	FORTILINE JACKSONVILLE	6833719	4/08/26	1

CUSTOMER
TOWN OF HILLIARD P.O. BOX 249 HILLIARD, FL 32046

PROJECT INFORMATION
NORTH OXFORD ST

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE

IF, AFTER THE DATE OF THIS QUOTE, ANY NEW OR INCREASED TARIFFS, DUTIES OR OTHER GOVERNMENT-IMPOSED COSTS ON MATERIALS USED IN THE WORK BECOMES EFFECTIVE, THE CONTRACT PRICE SHALL BE ADJUSTED TO REFLECT THE ACTUAL INCREASED COST TO FORTILINE. FORTILINE SHALL PROMPTLY NOTIFY THE CUSTOMER OF ANY SUCH COST IMPACT. FAILURE OF FORTILINE AND THE CUSTOMER TO AGREE ON ANY PRICE ADJUSTMENT SHALL NOT RELIEVE THE CUSTOMER'S OBLIGATION TO PAY THE INCREASED COST.					

40	3	EA	461S HD SCREW VLV BX LESS LID	105.0000	315.00
50	3	EA	5-1/4 VB LID M/WATER	25.0000	75.00
60	3	EA	5-1/4VO HYD 3'6" 6HG O/L A423 L/ACC W/HYMAX GRIP YELLOW	3,334.0500	10,002.15
80	3	EA	6" MJ GV O/L A2361-23 L/ACC	1,050.0000	3,150.00
90	1	EA	6" MJ TEE C153	239.4900	239.49
100	3	EA	6" MJ REGULAR ACC LESS GLAND	32.9600	98.88
110	4	EA	6"STAR GRIP MJ REST PVC 4000HD	49.4100	197.64
Subtotal:					14,078.16
Tax:					.00
Bid Total:					14,078.16

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date. After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions.

Ent By MRO 4/08/26 12:25:17



9822 Tapestry Park Circle
 Suite 205
 Jacksonville, FL 32246
 904.265.0751

ITEM-7

Invoice Questions: Billing@lja.com
 Payment Questions: AR@lja.com

www.LJA.com

Attention: Lisa Purvis
Town of Hilliard
PO Box 249
15859 West CR 108
Hilliard, FL 32046
United States

Invoice : 202612798
Invoice Date : 4/3/2026
Project : 7711-25008
Project Name : W 6th Street
PM Name : Eric W Lanning

For Professional Services Rendered Through 3/27/2026

	Fee	% Complete	Billings		
			To Date	Previous	Current
001 - Project General Tasks	20,806.36	92.00	19,141.85	14,564.45	4,577.40
002 - Roadway/TTCP	35,077.44	84.00	29,465.05	28,061.95	1,403.10
003 - Drainage	18,858.50	75.00	14,143.88	14,143.88	0.00
004 - SAPM	8,379.04	60.00	5,027.42	5,027.42	0.00
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
Current Billings					5,980.50
Amount Due This Bill					<u>5,980.50</u>

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	202607498	3/10/2026	9,661.17	9,661.17
				<u>9,661.17</u>



Mail Checks payable to:

LJA Engineering, Inc.
 DEPT. 803 PO 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