

Regular Council Meeting Minutes
June 1, 2026
6:00 PM Central Standard Time

Present: Donna Bullock, Steve Cozart, Cade Diamond, Brent Freeman, Mike Hutto, Shon Owens (via zoom), Eric Seib, Crystal Weatherington, Gretchen Mcpherson, Richard Walther, Denise McDonald

Meeting Call to Order: Eric Seib **Prayer:** Mike Hutto **Pledge:** Cade Diamond

Approve Minutes: Councilman Diamond made a motion to accept the Regular Meeting Minutes from May 18, 2026, as written. Seconded by Councilman Hutto. 4 yeas, 0 nays. Motion carried.

1. **Town of Jay Report:** Mr. Seib presented the operations report (attached). Bray - Hendricks Park construction was 90% complete. Irrigation lines are finishing up this week and the sod has arrived. Booker Street Sidewalk environmental paperwork has been submitted to the State. We are waiting for the Stormwater Permit for the Industrial Park. Florida Rural Water Association is conducting a financial review and wastewater assessment for the replacement of sewer lines on Highway 4 and Highway 89. Representative Nathan Boyles wrote a letter to the DEP to possibly reassign Well #4 funding for State Street. The Gazebo Park demolition project is complete, and the next step will be preparations for the food trucks. The Restore Grant Septic to Sewer Project is awaiting Santa Rosa County Board of County Commissioners signature on subrecipient agreement.

Park Manager Report: Mr. Upton presented the park report (attached). The Town will host a public meeting on June 4th @ 6:00 pm in the Community Center. The meeting will allow discussion for the future of youth recreation at Bray - Hendricks Park. Mr. Upton presented quotes from Smith Tractor Company on a Mower and Gator. Discussion followed. Mr. Walther with Smith Tractor stated they would finance the mower. Smith Tractor is donating \$10,000 to the park. Mr. Seib asked Mr. Cozart if the Town could apply \$8,000 of the donation towards the mower and \$2,000 of the donation towards the Gator. Mr. Cozart stated that long as the purchase price is under \$10,000, the Town is not required to go out for bid. Discussion followed. Councilman Freeman made a motion to purchase the John Deere Diesel Mower and the John Deere Gator. Seconded by Councilman Diamond. 3 yeas, 0 nays. Motion carried. Mr. Upton stated he was continuing to work on a budget and will report back at a later date. He has received a lot of interest in pickle ball and has contacted an instructor for more information.

2. **Old Business:**

Santa Rosa County Gas Tax Interlocal Agreement: Mr. Seib spoke with Sabrina at Santa Rosa County. The Town is at .28% with the proposed Interlocal Agreement. She is reaching out to the State to find out what the percentage requirement would be if we do not sign the interlocal Agreement with the county. Discussion followed. Mr. Seib will update council when more information is available.

Water and Wastewater Maintenance Repairs: Mr. Seib stated the repairs made at well #1 to the motor and air relief valve corrected the problem. Tony will continue to monitor to make sure it is running properly.

Jay Area Chamber use of Marketplace on Commerce Street: Mr. Seib stated he was asked to report to the Council on the utilities at the marketplace. Discussion followed. The Council decided any amount over our normal bill would be the responsibility of the Chamber. The Council decided

that the Chamber could make improvements to the Marketplace up to \$2,000. If there are any doubts, Chamber should contact the Town Manager. Mr. Seib stated that there were some remaining funds from the grant received for improvements to the Marketplace from the Florida League of Cities. Discussion followed. Mr. Seib suggested the Town match \$850 from the grant with the Chamber to help repair the fence and install a gate. Councilman Freeman made a motion to match \$850 for fence repair. Seconded by Councilman Diamond. 3 yeas, 0 nays. Motion carried.

3. New Business:

Bray-Hendricks Park Ribbon Cutting Date: Mr. Seib stated the ribbon cutting for the park will be July 2nd. Reception will begin at 9:30 am at the Disaster Response Facility and ribbon cutting to follow at 10:00 am. He asked the council for a list of people to invite to the ribbon cutting. Discussion followed.

Voluntary Annexation Request: Mr. Seib stated that Ricky Smith has a piece of property that is ½ inside and ½ outside of the town limits. Mr. Smith has requested to be annexed into the town. Discussion followed. Council Diamond made a motion to approve the request for voluntary annexation of property parcel 40-5N-29-0000-02200-0000 into the limits of the Town of Jay. Seconded by Councilman Freeman. 3 yeas, 0 nays. Motion carried. Attorney Cozart will proceed with preparing the ordinance for annexation.

Clearwater Services Contract Renewal: Mr. Seib stated Clearwater Services has our wastewater License and it up for renewal on July 1, 2026. Tony Howard has finished all his courses for the Wastewater Class C License and is reviewing to prepare to take the test for licensure. Should Tony acquire the Wastewater license the Town will discontinue the contract with Clearwater Services. Discussion followed. Motion by Councilman Diamond to continue contract with Clearwater Services for \$31,827. Seconded by Councilman Hutto. 3 yeas, 0 nays. Motion carried.

4. Visitor comments: None

Councilman Freeman made a motion to adjourn. Seconded by Councilman Hutto. 3 yeas, 0 nays. Motion carried.


Donna Bullock, Town Clerk


Shon Owens, Mayor