

Regular Council Meeting Minutes
March 16, 2026
6:00 PM Central Standard Time

Present: Eric Seib, April Watson, Hannah Diamond, Crystal Weatherington, Gretchen Mcpherson, Mike Hutto, Shon Owens, Nina Hendricks, Cade Diamond, Donna Bullock, Steve Cozart, Brent Freeman, Sam Parker

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

Approve Minutes: Mayor Owens made a motion to accept the Regular Meeting Minutes from March 2, 2026, as written. Seconded by Councilwoman Hendricks. 5 yeas, 0 nays. Motion carried.

1. Town of Jay Report:

Operations Report: Mr. Seib presented the operations report (attached). Discussion followed. Mr. Seib updated the council on the progress of Bray-Hendricks Park. The park is 80% complete.

Old Business:

Park Manager Job Description: Mr. Seib presented the Park Manager job description to the council. Discussion followed. Mayor Owens made a motion to accept the job description as written and move forward in search of a candidate. Seconded by Councilman Hutto. 5 yeas, 0 nays. Motion carried.

2. New Business:

Santa Rosa School District Interlocal Agreement: Mr. Seib presented the Santa Rosa School District Interlocal Agreement to the council (see attached). Discussion followed. Santa Rosa County proposes reserved use of the Bray-Hendricks Park tennis courts during tennis season, with a \$100,000.00 donation. Councilwoman Hendricks made a motion to accept the proposal from Santa Rosa County for usage of the tennis courts at Bray-Hendricks Park. Seconded by Councilman Diamond. 5 yeas, 0 nays. Motion carried.

Driveway Request 5176 Robin St: Mr. Seib presents a driveway request for 5176 Robin St to the council. Discussion followed. Mayor Owens made a motion to accept the driveway as designed. Seconded by Councilwoman Hendricks. 5 yeas, 0 nays. Motion carried.

Property Split Request McCutchin Drive: Mr. Parker presented the property split request of McCutchin Drive to the council. Discussion followed. Councilman Hutto made a motion to accept Resolution 26-03-01, approving the division of the parcels into 3 lots. Seconded by Councilman Diamond. 5 yeas, 0 nays. Motion carried.


Wastewater Permit Contract Proposal: Mr. Seib presented the LJA Wastewater Treatment Plant Permit Renewal proposal to the council. Discussion followed. Mayor Owens made a motion to accept the Wastewater Treatment Plant Permit Renewal Proposal as written. Seconded by Councilwoman Hendricks. 5 yeas, 0 nays. Motion carried.

United Bank CD Renewal: Mr. Seib stated the United Bank CD automatically renewed on March 14, 2026.

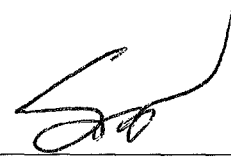
3. Council Comments: None

4. Visitor Comments: None

Councilman Hutto made a motion to adjourn. Seconded by Mayor Owens.
5 years, 0 days. Motion carried



Donna Bullock, Town Clerk



Shon Owens, Mayor