

Regular Council Meeting Minutes
April 18, 2022

Present: Frederick Barrow, Donna Bullock, Nina Hendricks, Josh Holloway, Gretchen McPherson, Shon Owens, Eric Seib, Crystal Weatherington, Tony Howard

Meeting Call to Order: Eric Seib

Prayer: Josh Holloway

Pledge: Shon Owens

Approve Minutes: Mayor Owens made a motion to accept the previous regular council meeting minutes as written. Seconded by Councilwoman Hendricks. 3 yeas, 0 nays. Motion carried.

1. Town of Jay Report:

Engineering Report: Ms. Weatherington gave the engineering report. The USDA water line project is currently finishing up on Bob Sikes. The fence around the fitness center was discussed. Mayor Owens stated that he may have some top rail and components that could be utilized. Donation levels for the park project were discussed.

Operations Report: Mr. Seib presented the operations report (attached). The gas line extension was discussed. Resolution No. 22-05-01 was presented regarding securing the loan for the Gas line extension. Mayor Owens made a motion to accept RESOLUTION NO. 22-05-01. A RESOLUTION OF THE TOWN OF JAY, FLORIDA SECURING A LOAN FOR UP TO \$6000,000 FOR NATURAL GAS LINE EXTENSION. Seconded by councilwoman Hendricks. 3 yeas, 0 nays. Motion carried. Mr. Cozart is working on the title search for State Street.

2. Old Business:

Land Development Code Review: Mr. Seib stated that a public workshop will need to be held. The grant deadline is June 30, 2022.

American Legion Lease: Mayor Owens and Mr. Seib met with representatives for the American Legion. Mayor Owens requested the cost for adding the 290' field to the park renovation. The cost would be around \$400,000 according to Ms. Weatherington. Discussion followed. Councilman Holloway made a motion to reject the proposal to include the 290' field on the American Legion property. Seconded by Mayor Owens. 2 yeas (Holloway, Owens), 1 nay (Hendricks). Motion carried.

Cost of Living Wage Discussion: Councilwoman Hayes was not able to attend the meeting, so this is tabled until the next regular meeting.

3. New Business:

American Rescue Act: This funding could be used on Well #4. Ms. Weatherington will send contact information to Mr. Seib regarding reporting forms. We must state by April 30, 2022, what we will spend the money on. Overages could be used for the replacement of the current water lines. Councilman Holloway asked for pros and cons of spending the money on Well #4 versus the Sewer lines. Discussion followed.

Jay Pro Rodeo: Frederick Barrow was present to request the Town's support for the 21st annual Jay Pro Rodeo. He asked for use of the town's portable bleachers. Mr. Seib stated that the town budgets money for the school each August. The town gave \$1600 to Jay High School Athletic Department in 2021. These funds were to be allocated to the sports at Jay. Mayor Owens requested financial reports for the rodeo for the last few years. Mr. Barrow stated that these could be requested from Lana Rowell, Jay High School SGA sponsor. Mayor Owens made a motion to give \$500 to the Jay Pro Rodeo. Seconded by Councilwoman Hendricks. 3 yeas, 0 nays. Motion carried.

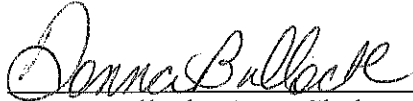
Dollar General Sign Approval: (attached). The new Dollar General store requested a letter of approval for the sign that they will be putting up. Mayor Owens made a motion to accept the proposed sign as shown. Seconded by Councilman Holloway. 3 yeas, 0 nays. Motion carried. Mr. Seib will prepare the letter and submit to the Dollar General representatives.

4. Visitor Comments: None.


Mayor Owens made a motion to adjourn. Seconded by Councilman Holloway. 3 yeas, 0 nays. Motion carried.

5. Reminders:

The next Regular Town Council Meeting will be Monday, May 2, 2022.



Donna Bullock, Town Clerk



Shon Owens, Mayor

Town of Jay Project Tracker

PROJECT	DESCRIPTION	OUTCOME	FOLLOW UP
USDA RUS Grant	Replace cast iron pipe to PVC at all remaining areas.	Clean Water	Need to finish west Highway 4 and then tie system together. Work to be complete April 30. Services connected in May.
Gas Line Extension	Extend Gas Line to Ag Farmer	Increased Gas Revenue	Engineering Plan to FGU. Bid to go out this week. Supplies ordered.
Park Playground Plan	Add features to playground from \$50,000 FRDAP Grant	Improved Park Facilities	Fence on order. Need to hold an opening ceremony.
Park Master Plan	Create a Master Plan for the Bray-Hendricks Park for long term planning.		Reviewing Donation Levels. Construction planned to start July 5, 2022.
COVID CDBG Grant	Senior Center Renovation	Upgraded Building	Grant awarded.
Land Development Plan Re-Write	Update the Town of Jay Land Development Plan	Updated Regulations	In work.
2019 CDBG Grant - Road Repaving	Update our roads.	Econ Dev	Will plan construction to follow USDA work on Hwy 89.
State Street	Create a more useable road for local agriculture suppliers and farmers.	Passable Road	Surveyors completed Topography review. Attorney conducting Title Search
Well #4	Create a new water well. Overall \$1.5 Mil cost.	Quality Water	Two bids received over budget. Looking at project with revised bids. Present at next meeting.
Commerce Street	Create a one-way street northbound only to facilitate traffic.	Efficient Traffic Flow	
DEP Consent Order	State of Florida DEP Order to fix water distribution system by July 2023.		

RESOLUTION NO. 22-04-18

A RESOLUTION OF THE TOWN OF JAY, FLORIDA SECURING A LOAN FOR UP TO \$600,000 FOR NATURAL GAS LINE EXTENSION.

THE TOWN OF JAY DOES RESOLVE:

That the Town of Jay would like to secure a loan for up to \$600,000.00 to be secured by a General Obligation Warrant to fund the extension of the Town's Natural Gas service line, and

RESOLVED that, it is within the Authority of the Town to incur debt.

RESOLVED that, the town establish a Bank Qualified Loan at United Bank for the amount of up to \$600,000.00 with a pre-approved interest rate of 2.875% fixed interest rate, for a term of 30 years.

RESOLVED that, the Town of Jay is a qualified Tax-Exempt Municipality and the interest paid under this indebtedness will be considered tax exempt to the holder.

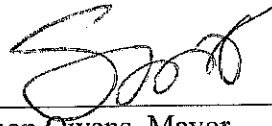
RESOLVED that, repayment will be monthly interest only payments for one year, followed by monthly principal and interest payments for 29 years.

RESOLVED that, the Town Council authorizes the Mayor to execute such documents, instruments and contracts as he may determine, in his discretion, to be necessary or desirable in connection with the loan.

SO RESOLVED, this 18th day of April, 2022.

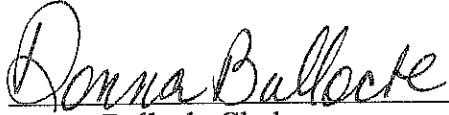
ON MOTION of Mayor Shon Owens seconded by Councilwoman Nina Hendricks, the above Resolution was introduced and passed by the UAO.

TOWN OF JAY, FLORIDA



Shon Owens, Mayor

Attest:



Donna Bullock, Clerk
Town of Jay, Florida

FINAL SITE PLAN

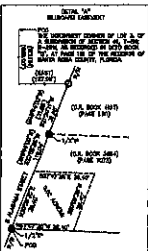
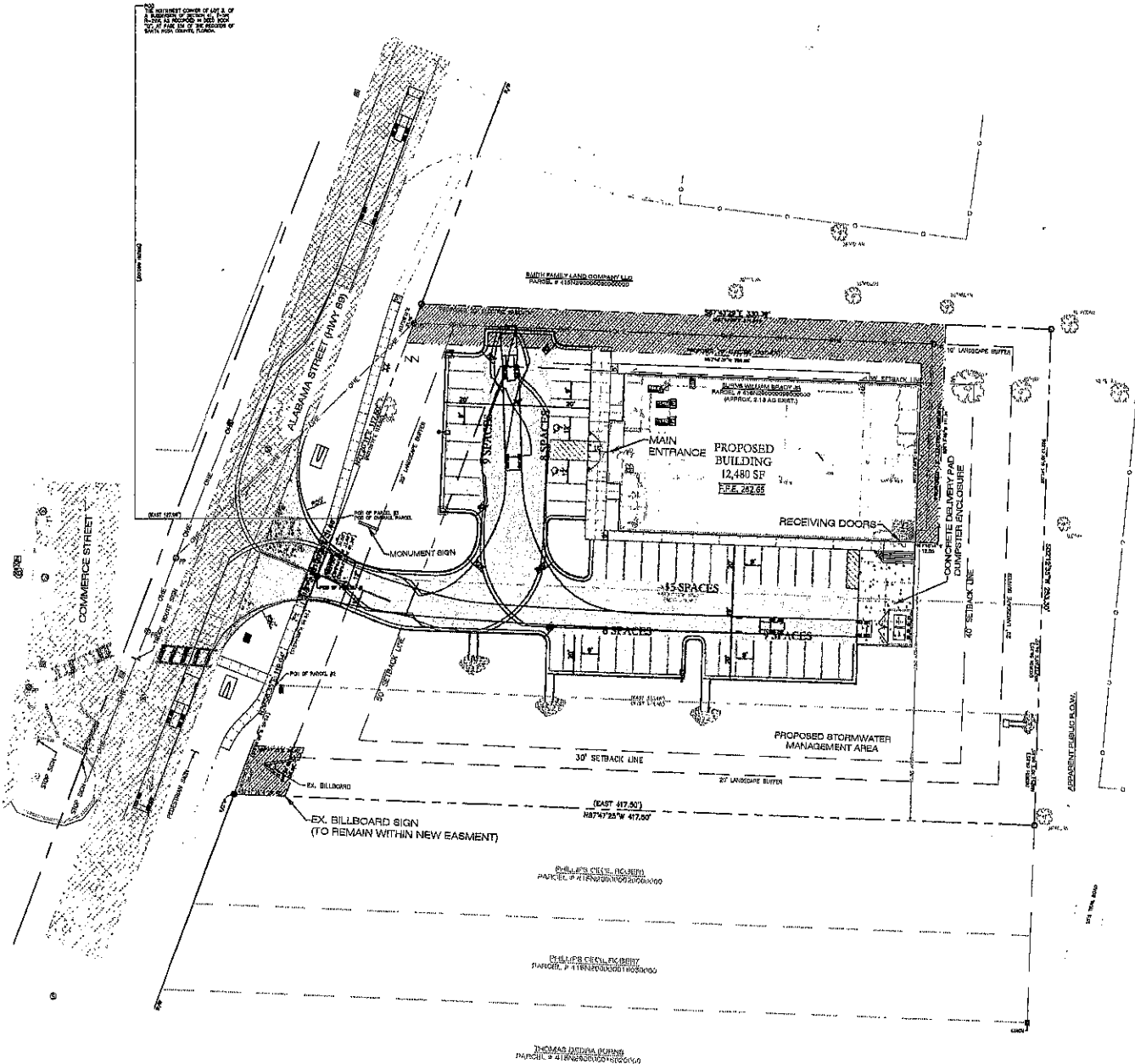
CITY, STATE - STREET:
JAY, FL - 14144 ALABAMA STREET

08405 Jay, FL

PROTOTYPE: DGPM "B"	DEVELOPER	DESIGNER	DATE:
BLDG/SALES SF: 12687/9872	COMPANY: HIX SNEDEKER	COMPANY: JADE CONSULTING, LLC	01/07/22
ACREAGE: APPROX. 2.18 AC	NAME: HAYMES SNEDEKER	NAME: TREY JINRIGHT, P.E.	
PARKING SPACES: 49 (2H/C)	PHONE #: 251-243-0708	PHONE #: 251-926-3443	

APPROVED

By Sarah James Myatt at 11:56 am, Jan 12, 2022



LEGEND

- EXISTING PAVING
- EXISTING CONCRETE
- PROPOSED STANDARD-DUTY CONCRETE (BROOM FINISH) (APPROX. 2,808 S.F.) (APPROX. 1,215 S.F. IN R.O.W.)
- PROPOSED HEAVY-DUTY CONCRETE (BROOM FINISH) (APPROX. 1,358 S.F.)
- PROPOSED STANDARD-DUTY ASPHALT (APPROX. 8,551 S.F.)
- PROPOSED HEAVY-DUTY ASPHALT (APPROX. 14,177 S.F.)

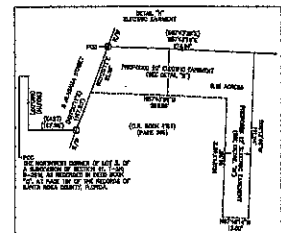


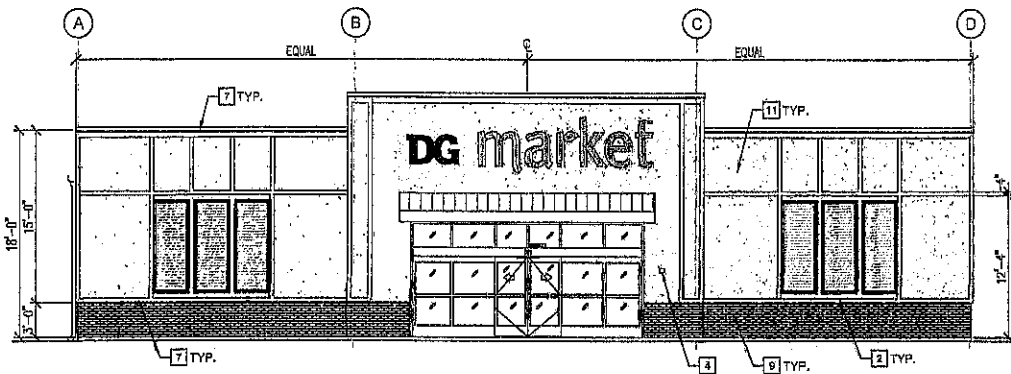
SCALE = 1"=80'

NOTE: CURB AND GUTTER AS SHOWN ON-SITE: 850 LF.

SITE DATA TABLE

STATE OF FLORIDA COUNTY OF SANTA ROSA TOWN OF JAY	
ZONING:	COMMERCIAL RESIDENTIAL
TAX PARCEL ID:	415N290000099000000
APPROX. 2.18 ACRES	
REQUIRED YARD SETBACKS (& LANDSCAPE BUFFERS):	
CITY / COUNTY:	TOWN OF JAY SANTA ROSA COUNTY
FRONT:	40' ("TYPE A" BUFFER) 30' (20' BUFFER)
SIDE:	10% OF WIDTH OF LOT = 21' ("TYPE A" BUFFER) 30' (10' BUFFER)
REAR:	40' ("TYPE A" BUFFER) 25' (10' BUFFER)
PROPOSED YARD SETBACKS (& LANDSCAPE BUFFERS):	
FRONT:	50' (20' BUFFER)
SIDE:	30' (10' NORTH BUFFER - 20' SOUTH BUFFER)
REAR:	40' (20' BUFFER)
PARKING REQUIRED:	5 SPACE / 1000 SF
	12,480 SF / 1000 * 5 = 62.4 SPACES
PARKING PROVIDED:	49 SPACES (INC. 2 H/C) *VARIANCE APPROVED VIA CITY COUNCIL 9/9/21*





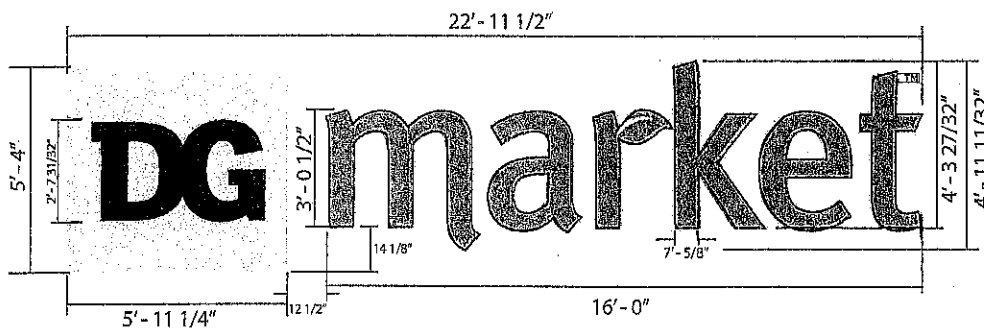
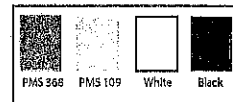
GENERAL SPECIFICATIONS:

- Materials:**
Fabricated aluminum returns w/ black finish
- Return Depth:**
TBD
- Faces:**
Cap Over face- Icon
Black Trim Caps & Returns - Letters
- Area Squared:**
32 Sq. Ft.
- Wind Load:**
Standard Wind load - Wind Speed / 35 PSF

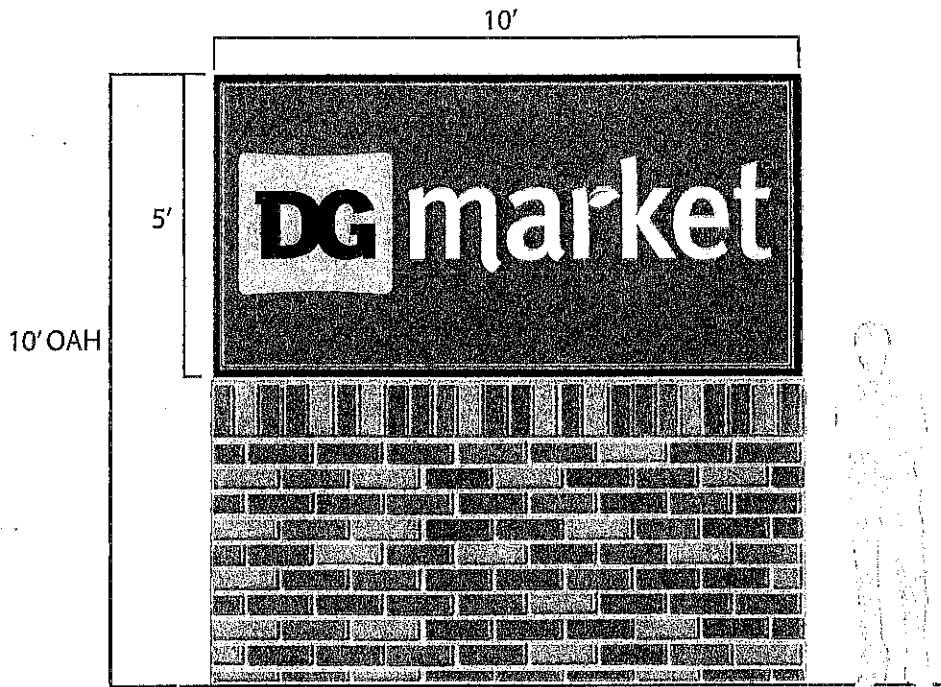
ELECTRICAL:

- Illumination:**
Face-Illumination
- White LEDs
- LED Power Supply:**
120 volt; 60 Hz; 1 phase
Remote Power Supplies

COLORS:



		<small>DISCLAIMER: Renderings are for graphic purposes only and not intended for actual construction dimensions. For windload requirements, actual dimensions and mounting detail please refer to engineering specifications and final drawings. © 2021 Everbite, LLC, all rights reserved. This document is confidential and proprietary to Everbite, LLC. Any disclosure to a third party is expressly prohibited.</small>	
Customer: Dollar General		Description: 37 DG Market Elevation	
Project No: 461576	Scale: NTS	Customer Approval: Graphics and colors on file will be used unless otherwise specified by customer. Please review drawing carefully. By signing below, you agree to graphics as shown above, and to location of sign as shown. Please return signed copy back to Everbite.	
Date: 12/20/2021	Drawn By: JLR	_____ <small>CUSTOMER SIGNATURE</small>	_____ <small>DATE</small>
Location & Site No: South Alabama Street TBD Jay FL 32565 / DG08405-1		Revised: _____ <small>LANDLORD SIGNATURE</small>	_____ <small>DATE</small>



Brick Base installed by others



		<small>DISCLAIMER: Renderings are for graphic purposes only and not intended for actual construction dimensions. For validated requirements, actual dimensions and mounting detail, please refer to engineering specifications and install drawings. These drawings and designs are the exclusive property of Everbrite LLC. Use of, or duplication in any manner without express written permission of Everbrite LLC is prohibited.</small>	
Customer: Dollar General		Description: 5' x 10' @ 10' OAH	
Project No: 461577	Scale: NTS	Customer Approval: NOTE: Unless specified by customer, all depth of embossing will be determined by Everbrite Engineering or existing customer specifications on file. Colors and graphics on file will be used unless otherwise specified by customer. Please read carefully, check appropriate box and fax back to Everbrite:	
Date: 12/17/21	Drawn By: DB		
Location & Site No: S Alabama St Jay, FL		Revised:	<input type="checkbox"/> Sketch OK as is <input type="checkbox"/> New sketch required
DG08405-1		Revised:	SIGNATURE _____ DATE _____

21st Annual TED MAY ARENA HWY. 4 JAY PRO RODEO

8:00pm



Contact: Frederick Barrow

850-288-0634

Address: Jay Pro Rodeo

P.O. Box 176

Jay, FL 32565

Email:

frederickbarrow1972@yahoo.com

FRI
APR
29

SAT
APR
30

SPONSORSHIP PACKAGES:

\$2500 Corporate Sponsor

- Company name listed on all publications
- Large Sign on all 4 sides of arena including bucking shoots
- Company name announced several times during event
- 30 Free Tickets
- 6 VIP Tickets with saved seats

\$500 Gold Sponsor

- Banner on the bucking shoots
- Company name announced several times during event
- 4 Free Tickets

\$1000 Diamond Sponsor

- Large Sign on all 4 sides of arena including bucking shoots
- Company name announced several times during event
- 6 VIP Tickets with saved seats

\$250 Silver Sponsor

- Banner on West wall arena
- Company name announced both nights of event
- 2 Free Tickets

ALL SPONSORS LISTED ON JHS FOOTBALL PROGRAM IN THE FALL

A Non-Profit Annual Event that draws large crowds and has been able to donate thousands to surrounding communities, schools, sports leagues, and charities including My Father's Arrows orphanage. The Rodeo is hosts the 3R Rodeo Company from Jemison, Alabama and enjoys pro bull riding, saddle broncs, calf and team roping, steer wrestling, and women's breakaway and barrel racing.