

**Regular Council Meeting Minutes**  
**July 7, 2025**  
**6:00 PM Central Standard Time**

**Present:** Donna Bullock, Trudie Blackmon, Steve Cozart, Cade Diamond, Brent Freeman, Nina Hendricks, Michael Hutto, Denise McDonald, Gretchen McPherson, Shon Owens, Eric Seib, Crystal Weatherington

**Meeting Call to Order:** Eric Seib

**Prayer:** Cade Diamond

**Pledge:** Nina Hendricks

**Approve Minutes:** Mayor Owens made a motion to accept the regular meeting minutes from June 16, 2025, 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 stated he will ask Triptek to attend the next regular council meeting and give an update of the park. Mr. Seib stated he will touch base with Robin on the closeout of the Community Center renovation. Mr. Seib stated the Sidewalk Grant paperwork was turned into the State for the Engineer and Grant Administrator. Mr. Seib requested Engineer Crystal Weatherington to meet and look at drainage. Mr. Seib stated the tree down on Florida Avenue will be cleaned up. The Town is waiting on Mechanic to repair backhoe. Mr. Seib stated the town had received a Legislative Appropriation from the state of Florida for the Industrial Park Storm Water Expansion. Discussion followed.

**2. Old Business:**

**T-Mobile Hometown Grant Program:** Mr. Seib stated that he was working on the grant application and will hopefully have it submitted by the end of the week.

**Billing System Upgrade:** Ms. Watson is continuing to research options for the Towns billing and will follow up at the next meeting.

**United Bank Line of Credit Resolution:** Town Manager Eric Seib read United Bank Line of Credit Resolution. RESOLUTION NO. 07-07-25. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JAY, FLORIDA ACCEPTING THE PROPOSAL OF UNITED BANK IN ACCORDANCE WITH THE TERMS HEREOF, TO PROVIDE THE TOWN WITH A LOAN NOT TO EXCEED PRINCIPAL AMOUNT OF \$1,600,000 TO RENOVATE BRAY-HENDRICKS PARK IN THE TOWN AND TO PAY COSTS AND EXPENSES OF ISSUING SUCH DEBT; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LOAN AGREEMENT, INCLUDING A PROMISSORY NOTE ATTACHED IBERETO, IN ORDER TO EVIDENCE SAID LOAN AS A REPLACEMENT TO THAT CERTAIN LOAN AUTHORIZED BY RESOLUTION NO. 06-20-23; AUTHORIZING THE REPAYMENT OF THE NOTE UNDER THE LOAN AGREEMENT FROM THE GENERAL REVENUES OF THE TOWN; AUTHORIZING THE ESTABLISHMENT OF AN ESCROW ACCOUNT IF NECESSARY OR REQUIRED BY UNITED BANK; DELEGATING CERTAIN AUTHORITY TO THE MAYOR AND TOWN CLERK; AUTHORIZING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE. Motion by Councilwoman Hendricks to accept Resolution No. 07-07-25, Seconded by Mayor Owens. 5 yeas, 0 nays. Motion passed.

**Dr. Smith Day Proclamation:** Mr. Seib stated that Baptist Hospital will be recognizing Dr. David Smith on July 25<sup>th</sup> at the Community Center from 3 - 5 pm. The Town will proclaim this day as Dr. David Smith Day.

**New Business:**

**AD Valorum Initial Discussion:** Mr. Seib presented the council with a timeline for AD Valorum. Discussion followed. Mr. Seib will follow up with the surrounding rates at the next council meeting.

**United Bank CD Renewal:** Mr. Seib stated that the CD with United Bank has come up for renewal Mr. Seib stated that this CD was included as a fund for the park when it was needed. Discussion followed. Motion by Mayor Owens to approve putting CD in savings for park use. Seconded by Councilwomen Hendricks 5 yeas, 0 nays. Motion passed.

**Visitor Comments:** Denise McDonald with the Jay Area Chamber of Commerce requested permission to hang lights at the Market Place and leave up for future events. Denise requested use of one of the rooms at the Market Place for the Jay Chamber to use as an office. Denise stated that the chamber needed a place where people could pick up tickets, get information etc. Discussion followed. The council gave permission to hang lights and use the room for office space. The Chamber's next event will be a Chilli Cookoff on October 25, 2025, at The Jay Market Place.

Mayor Owens made a motion to adjourn. Seconded by Councilwomen Hendricks. 5 yeas, 0 nays. Motion carried

  
Donna Bullock, Town Clerk

  
\_\_\_\_\_  
Shon Owens, Mayor