

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, October 16th, 2025

6:00 PM

The Board met on this date in Regular Session. Chairman Austin Hosford, Commissioners Ben White, Jessica Gramling, and Gene Hall were present. County Manager Shannon Metty, Clerk of Court Trey Hightower, and County Attorney Evan Rosenthal, and Assistant County Attorney Kirsten Mood were also present.

At the October 16, 2025, board meeting, the agenda was approved with one item pulled, and several presentations and reports were given, including updates on fundraising for the US Army Monument. The Property Appraiser also expressed financial readiness for the upcoming audit. Public input was received regarding broadband access and County Manager oversight. The board addressed multiple items under General Business, including hearing a millage rollback, ratifying an economic development MOU with FLCommerce, forming a new Economic Development Committee, approving a lobbyist RFP, and a SHIP change order. Clerk Trey Hightower announced a detailed financial report for the next meeting, while updates were provided on infrastructure projects and potential uses for a Duke Energy grant. Commissioners discussed various community concerns and praised staff efforts, concluding the meeting with a unanimous motion to adjourn.

- 1. 6PM Call to Order, Invocation, Pledge of Allegiance (00:00:02)**
- 2. Approval of the Agenda (00:01:06)**
 - a. Item 5c pulled from the Consent Agenda: it has already been approved by the board at a previous meeting.
 - b. Commissioner Gramling motions to approve the agenda, seconded by Commissioner Hall and unanimously approved by the board.**
- 3. Public Announcements, Presentations, Awards (00:01:47)**
 - a. Lynn McGrady
 - i. Brings attention to the Fundraising Drive held by Army Strong in honor of the US Army Monument at the national cemetery in Tallahassee.
 - b. Angela Gray
 - i. Books are closed for the 24-25 year, and we are prepared for the annual audit. \$42,658 in unspent funds are returned to the Board through a vehicle surplus and unused legal fees.
- 4. Citizens Request & Input on Non-Agenda Items (00:07:20)**
 - a. Cindy Forehand
 - i. Requests an update, timeline and contact information for the person that is responsible for the fast-access internet. She also requests a status update on her requested agenda item regarding the County Manager.
 - b. Chairman Hosford
 - i. Requests that an agenda item be made regarding fast-access internet for the November 20, 2025, board meeting.
- 5. Consent Agenda (00:13:55)**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, October 16th, 2025

6:00 PM

- a. Commissioner Hall motions to approve the Consent Agenda, seconded by Commissioner White and unanimously approved by the board.**

6. General Business (00:14:14)

a. Administrative Roll Back

- i. Shannon Metty presents the updated rollback: 7.652 to 7.526.
- ii. Angela Gray commends the Board and County Manager for the great job they are doing for their citizens.

b. FL Commerce Select FL MOU

- i. Shannon Metty states the terms of the MOU, which establishes a partnership for grants and economic development opportunities.
- ii. **Commissioner Gramling motions to ratify the MOU, seconded by Commissioner White. It was not brought to a vote.**
- iii. **Commissioner White motions to approve that the Chairman of the BOCC has the right to be the board of the Economic Development unless he or she decides to pass it on, including ratifying the MOU, seconded by Commissioner Hall and unanimously approved by the board.**

c. Economic Development Committee

- i. Counsel explains the terms of the Economic Development Committee as recommended by the delegation.
- ii. Shannon Metty states that this will be a draft committee to be in compliance.
- iii. Board discussion regarding the appropriate entities that should serve on the committee.
- iv. **Commissioner Gramling motions to appoint two local business owners, (Ashley Cowen and Caleb Stevens), a school board member, a sheriff representative, and a city council representative, seconded by Commissioner White and unanimously approved by the board.**

d. Lobbyist RFP Discussion

- i. Commissioner White brings the item before the board to request insight into hiring a lobbyist for Jefferson County.
- ii. Clerk Hightower speaks to the effect of bill tracking on the county and the services of a lobbyist.
- iii. **Commissioner Gramling motions to approve the RFP, seconded by Commissioner White and unanimously approved by the board.**

e. SHIP Change Order

- i. **Commissioner White motions to approve the SHIP Change Order, seconded by Commissioner Gramling and unanimously approved by the board.**

7. Clerk of Court (00:35:07)

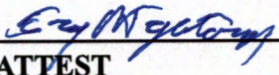
JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

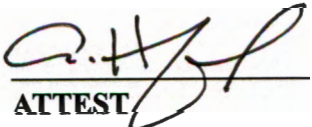
Regular Session

Thursday, October 16th, 2025

6:00 PM

- a. Trey Hightower announces that next month, at the second meeting, he will present a report that effectively tracks revenues and expenditures across all line items. P-card statements will also be presented to the board.
- 8. County Engineer (00:36:41)**
 - a. Hunter updates the board on Asheville Highway design and DOT grants.
- 9. County Attorney (00:39:01)**
 - a. Counsel reminds the board to complete the County Manager evaluation forms.
- 10. County Manager (00:39:25)**
 - a. Shannon Metty spoke with DOT and announces that the RFP for Wolf Creek Bridge will be out soon, as well as the RFP for Boston Highway. The \$10,000 Duke Energy grant cannot be used for courthouse parking lot lighting. She suggests a shade cover for the playground equipment, swings at Hall Park, or a new basketball court at the Rec Park.
- 11. County Commissioners (00:42:51)**
 - a. Commissioner Hall asks about the status of the TDC and its marketing plan.
 - b. Commissioner Gramling likes the idea of recognizing an employee on Facebook. She compliments the mowing efforts of Jeffrey.
 - c. Commissioner White mentions an event taking place this upcoming weekend.
 - d. Chairman Hosford calls attention to road striping. The guardrail for Old Lloyd Road is too close to the road, and a driver hit it.
- 12. Adjourn (00:48:51)**
 - a. **Commissioner Gramling motions to adjourn, seconded by Commissioner Hall and unanimously approved by the board.**


ATTEST
Cecil Trey Hightower
Clerk of the Circuit Court


ATTEST
Austin Hosford
Chairman