

Jackson Soil & Water Conservation District

Board of Supervisors December 2025 Meeting Minutes

Location: Jackson County UF/IFAS Extension Office – Clover Suite

Date: December 11, 2025

Time: 8:00 AM CST

Board members present: Steve Basford, Jeff Pittman, Mack Glass, Michael Thompson

Quorum: YES

Absent: David DeFelix

Staff present: Haylee Sapp, District Coordinator, Katie Moore, JSWCD BMP Tech, Rex Patterson, JSWCD MIL Team Lead Tech, Kevin Warren, JSWCD MIL Tech

Attendees present: John Baggett, FDACS/OAWP - Environmental Manager, Gary Chew, NFWFMD – Environmental Specialist II & AG Cost Share Program, Dean Pringle, Northwest FL Research Education Center (NWFREC) Director, Peter Scott, FDCAS/OAWP Environmental Consultant, Camilo Gaitan, MIL Contract Manager, and Chris Denmark, Environmental Administrator.

Supervisor Basford calls the meeting to order at 8:00 AM.

Supervisor Glass motions to accept the agenda as amended to include the IFAS Contribution. Supervisor Thompson seconded the motion. Carried unanimously.

Supervisor Glass motions to accept the November 12, 2025, meeting minutes as read. Supervisor Thompson seconded the motion. Carried unanimously.

NFWFMD: Gary reports that there are no pressing updates. They are getting cover crop applications signed and approved.

BMP with FDACS/OAWP: John reports that thirteen cost-share agreements are pending. One is ready for payment. John informs the board that he and Chris were discussing Katie taking over Peggy's responsibilities, as she resigned, due to having previous knowledge of finances. Haylee will be working together with Katie on the cost-share agreements and the MIL/BMP invoice. Due to this absorption of new responsibilities and workload, Chris suggests an increase in the annual pay raise for Katie. Supervisor Glass mentions that since the MOU has been signed by both JC BOCC and JSWCD, Katie would be taking over the office at the UF/IFAS Extension Office.

Supervisor Pittman motions to raise Katie Moore's annual salary by \$2,400.00. Supervisor Glass seconded the motion. Carried unanimously.

Chris reports that OAWP is moving forward with Fruit and Vegetable. The producers should not feel the effects of the shift in service.

MIL: Rex reports that everything is running smoothly. Camilo reports that the MIL contract will not be renewed for July 2026. NW FL, which is identified as Jacksonville to Pensacola, will become a private entity regarding the MIL technician contracts. The Ag Water Policy will be sending a request for a proposal, which will begin in January 2026 to February 2026. Other entities can propose subcontracting

with individual MIL technicians for the smaller regions. Once July 2026 comes, there will no longer be contracts between SWCDs and MILs. The MIL Services will still be free for the producers.

Financial: Haylee reports that bank account balances ended on 11/30/2025 at \$737,387.50. We have completed two cost-share agreement payments and were reimbursed quickly; the district's 5% total comes to \$1,996.25. The invoices for our BMP/MIL November Expenses were uploaded on 12/04. Their 5% totaled \$1,304.60. Our operating expenses and lawyer fees for November were \$3,267.38. The October ending balances totaled \$745,297.87. The November total debits totaled \$48,691.43. November total credits were \$40,781.06. November 30th balances totaled \$737,387.50. With the BMP/MIL invoices, reimbursements of \$27,396.60. The Advance balances totaled \$276,748.55, which leaves the balance of \$448,035.55 at the discretion of the board.

District Coordinator: Haylee reports that the program is running smoothly. She had a meeting with Chris Franklin regarding the logistics of Land Judging 2026. Additionally, she informs the board that Kayln Waters reached out on behalf of Ethan Carter about the Row Crop Short Course and Peanut Field Day sponsorship for 2026. The prior year, JSWCD sponsored the events for \$250.00, which included logo advertisement, a vendor table/exhibit, and announcements.

Supervisor Pittman motioned to sponsor the Row Crop Short Course and Peanut Field Day for \$250.00. Supervisor Thompson seconded the motion. Carried unanimously.

Supervisors: Supervisor Glass discussed the contract between JSWCD and Fuqua & Milton with Clay Milton. It was agreed upon that the contract was only for 30-day advisement regarding the previous year. Supervisor Glass motions to discontinue the contract between JSWCD and Fuqua & Milton. Supervisor Pittman seconded the motion. Carried unanimously.

Unfinished Business: Haylee reports that NACD replied to the membership services with an email about their services that would be provided by them. Supervisor Basford informs the board that AFCD has not reached out regarding his inquiries about what the membership includes. John Baggett will contact someone to reach out to Supervisor Basford.

Supervisor Glass motions to not renew the NACD membership. Supervisor Pittman seconded the motion. Carried unanimously.

Dean Pringle is here to discuss the donation for the beef research renovations in Marianna, FL, at the North Florida Research Education Center in Marianna, FL the of \$300,00.00. They had received support from the legislature to renovate the Bull Sale Pavillion in Marianna, which also includes sub-projects. The donation that the JSWCD will be providing will focus on producer education and renovating the bull sale pavilion. The full donation amount will go towards education and renovations. It will be kept separate from the other expenses, and they will be directly managed by the donation. The donation will be utilized for holding more producer education. Supervisor Basford would like a plaque to show that JSWCD has contributed to the renovations and education. In a previous year, during a board meeting, the Supervisors unanimously voted on contributing to the renovations of the Bull Sale Pavilion.

Supervisor Glass motions to proceed with the \$300,000.00 donation towards producer education and the renovation of the Jackson County Ag Center. Supervisor Pittman seconded the motion. Carried unanimously.

New Business: There have been amendments that have taken place with the Cost Share Agreement contract that was signed earlier by the Chairman. In those amendments, Supervisor Basford questions the \$1,000.00 penalty that the district will face if the producer does not uphold the agreement. The producer will have to keep the equipment for three years, and they will need to have proof of usage. FDACS will be the one taking charge of the investigations into the penalties. They will be notifying the Soil and Water Conservation District if there will be a \$1,000.00 financial penalty.

Supervisor Pittman motions to adopt the new language and to have the Chairman sign the contract. Supervisor Thompson seconded the motion. Carried unanimously.

Supervisor Glass has stepped down as the District 2 Supervisor of the JSWCD Board of Supervisors.

Adjourned at 9:20 AM.

01/14/2026: Supervisor Pittman motions to approve the minutes as amended; Supervisor Thompson seconded the motion. Carried unanimously.

**** Minutes were amended to reflect that NFREC was the foundation receiving the donation.**