

**CLAY COUNTY DEVELOPMENT AUTHORITY
REGULAR SCHEDULED PUBLIC MEETING
MINUTES**

February 21, 2018

Present: Russell Buck, Marge Hutton, Mike Davidson, Greg Clary, Keith Ward, Bruce Butler, Tom Morris, Amy Pope-Wells

Excused: Chereese Stewart, Cathy Chambers

Staff: Josh Cockrell, Ashton Scott, Counsel (on behalf of April Scott, Counsel)

Guests: Annie Grogan, Laura Pavlus, Tresa Calfee, Steven Nebrat, Edward Blocker, Robbie Johnson

Call to Order: **Russell Buck** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:03 PM.

Invocation: **Greg Clary** provided the invocation.

Comments from the Public: None.

Economic Development Report

Laura Pavlus informed the Board of the status of EDC projects.

Small Business Development Report

Annie Grogan gave a brief update regarding the SBDC.

Clay Chamber Report

Tresa Calfee updated the Board on the Chamber's projects, programs, and upcoming events.

Secretary's Report

Approval of January 17, 2018 Minutes: **Greg Clary** presented the minutes. **Marge Hutton** made a motion to approve the minutes. Motion seconded and passed unanimously.

Treasurer's Report

Mike Davidson presented the January 2018 financials to the Board. **Tom Morris** made a motion to accept the Treasurer's Report. The motion was seconded and passed unanimously.

Committee Reports

Building Committee – Keith Ward gave a brief overview of the last Building Committee meeting. He informed the Board members of Edward Blocker's plan for future renovations to the CCDA Building. He stated that the committee voted to approve the proposed building

improvements. The Board members reviewed the improvement plans. Edward Blocker described the plans for the upstairs and downstairs renovations. **Mike Davidson** made a motion to accept the proposed building renovations. Motion seconded and passed unanimously.

IRB & Project Development Committee – Greg Clary informed the Board members of the discussions that took place at the last committee meeting. He stated that the committee approved a motion to allow Stephen Nebrat to go forward and find potential projects for the CCDA. **Greg Clary** stated that the goals the CCDA should accomplish in selecting a new project are to produce a stream of revenue for the CCDA, assist Clay County in economic support, and create jobs for the county. He also gave a brief update regarding the VA Clinic project. The Board continued discussion regarding project opportunities.

Chair's Report

Russell Buck informed the Board of the challenges related to having multiple accounts at different banks and the need to become more efficient by reducing the number of bank accounts open. **Greg Clary** made a motion to close the BBVA Compass bank account and move the money to the CCDA's First Atlantic bank account. Motion seconded and passed unanimously.

Executive Director's Report

Annual Audit Update – Josh Cockrell gave a brief update on the annual audit process. He stated that the final audit should be presented to the Board for approval at the March meeting.

DIG/DTF Grants – Josh Cockrell stated that the DIG grant has been reimbursed and that the buffer land grant and a canopy grant are still open. He also informed the members of upcoming grant applications. The Board discussed the viability of continuing to administer grants for Camp Blanding. **Greg Clary** made a motion to allow staff to move forward and apply for the DIG for \$500,000. Motion seconded and passed unanimously.

Building Update – Russell Buck stated that the building committee needs to take a further look into the possibility of the current CCDA tenant wanting to buy the building. The Board members discussed the possible financing structures for the sale of the building.

Attorney's Report

No report.

Old Business/New Business/ Board Comments

No report.

Adjourned: 5:30 PM