

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

**March 15, 2017**

**Present:** Rev. William Randall, Russell Buck, Chip Dobson, Mike Davidson, Matt Carlton, Greg Clary, Cathy Chambers

**Excused:** Chereese Stewart, Marge Hutton, Paz Patel

**Staff:** Josh Cockrell, Taylor Mejia, April Scott; Counsel

**Guests:** Adrianna Jenkins (5/3 Bank)

**Call to Order:** **Rev. Bill Randall** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:02 PM.

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

**Comments from the Public:** None

**Economic Development Report**

**Josh Cockrell** provided the Board with a brief update on the status of EDC projects.

**Secretary's Report**

**Approval of February 15, 2017 Minutes** – **Mike Davidson** made a motion to approve the minutes as presented. Motion was seconded and passed unanimously.

**Treasurer's Report**

**Matt Carlton** presented the February 2017 financials to the Board. The Board discussed the current building leases, revenues, and expenses. **Mike Davidson** stated that the CCDA should consider income generating properties, like small strip centers, as a way to bring in cash flow. **Russell Buck** made a motion to accept the Treasurer's Report. The motion was seconded and passed unanimously.

**Committee Reports**

None.

**Chair's Report**

**Community Auto Finance Partnership Program Update** – **Rev. William Randall** informed the Board of the status of the program. Adrianna Jenkins explained that the pilot program structure is still being worked out between Miller Street, the bank, and the CCDA.

### **Executive Director's Report**

**Clay Day Update – Josh Cockrell** updated the Board of the success of Clay Day at the Capitol. **Russell Buck** asked to see a list of contributors that supported the event.

**CCDA Building Update – Josh Cockrell** informed the Board that Steven Nebrat continues to look for tenants for the vacant space in the building. He informed the Board of his most recent conversation with the owner of the US17/220 site. Board discussion continued regarding the need to review the reserve fund study. The Board also discussed the possibility of finding one tenant to lease the building versus lowering the listing price of building.

**Auditor Selection RFP Status Update – Josh Cockrell** informed the Board that the RFP was posted in Clay Today newspaper. He stated that no responses have been received to date and that RFP would be open for submittal for 60 days.

**Report on Grants – Josh Cockrell** gave a brief update on the road resurfacing grant as well as the grant submitted for gate improvements to Camp Blanding. He stated that he will most likely need to go to the state to negotiate with DEO.

### **Attorney's Report**

No report.

### **Old Business/New Business/ Board Comments**

The Board discussed the idea of setting up a mitigation bank and a possible collaboration between North FL land trust, Camp Blanding and CCDA. The Board also had a conversation about not meeting in April.

**Russell Buck** made a motion to allow staff to enter into an agreement with 5/3 Bank and Miller Street, so long as it follows the parameters of the original proposal that the Board approved. Motion seconded and passed unanimously.

**Adjourned: 5:14 PM**