

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

January 17, 2018

Present: Russell Buck, Marge Hutton, Chereese Stewart, Greg Clary, Keith Ward, Cathy Chambers, Tom Morris, Bruce Butler

Excused: Amy Pope Wells, Mike Davidson

Staff: Josh Cockrell, Ashton Scott; Counsel

Guests: Laura Pavlus, Tresa Calfee, Janis Fleet, Annie Grogan

Call to Order: **Russell Buck** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:04 PM.

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

Comments from the Public: None.

Economic Development Report

Laura Pavlus informed the Board of the status of new and ongoing EDC projects. She also provided an update on the search efforts for a new Executive Director. In addition, she provided an update on the successes of Clay Day.

Small Business Development Report

Annie Grogan provided a summary of the SBDC's impact in Clay County for the 2017-year end.

Clay County Chamber of Commerce Report

Tresa Calfee informed the Board that the Chamber new building is open for business. She invited everyone to attend the Taste of Clay event as well as event upcoming. She stated that the Chamber is investigating an opportunity to become a certified visitor's center through Visit Florida. She also provided information on several programs that the Chamber is developing to assist businesses grow.

Secretary's Report

Approval of November 15, 2017 Minutes – **Greg Clary** presented the minutes. **Marge Hutton** made a motion to approve the minutes contingent upon the correction of two minor grammatical errors. Motion was seconded and passed unanimously.

Treasurer's Report

Josh Cockrell presented the November and December 2017 financials to the Board. **Bruce**

Butler made a motion to accept the Treasurer's Report. The motion was seconded and passed unanimously.

Committee Reports

Russell Buck created two committees – Building Committee and IRB & Project Development Committee – and stated the charge for each. Josh Cockrell informed the Board of the collapse of the CCDA Building's ceiling. He stated that an insurance claim has been filed and estimates the costs for repair to be approximately \$10,000. Repair of the ceiling has been placed on hold to coordinate with GoToBrazils improvement plans. The Building Committee will oversee the improvement plans and any issues that may arise as the sale of the building approaches. **Keith Ward** has been appointed to Chair the Building Committee. Committee members appointed are **Marge Hutton, Chereese Stewart, and Russell Buck.**

The IRB & Project Development Committee will focus on IRB opportunities and projects the CCDA can pursue in accordance with its mission. **Greg Clary** has been appointed to Chair the IRB & Project Development Committee. Appointed members are **Tom Morris, Bruce Butler, Mike Davidson, and Russell Buck.**

Chair's Report

None.

Executive Director's Report

Josh Cockrell provided an update on the status of the DIG and DTF grants.

Attorney's Report

Ashton Scott attended on behalf of April Scott. No report.

Old Business/New Business/ Board Comments

Next meeting will be on February 21, 2018 at the Clay Chamber of Commerce in Fleming Island.

Adjourned: 5:08 PM