

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

February 26, 2020

Present: Keith Ward, Bruce Butler, Chereese Stewart, Alex Hill, Daniel Vallencourt, Amy Pope-Wells

Absent: n/a

Staff: Josh Cockrell, April Scott

Guests: JJ Harris, Anthony Walsh, Wendell Chindra, Ivan Baker

Call to Order: **Keith Ward** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:00 PM.

Invocation: **Bruce Butler** provided the invocation. **Keith Ward** led the pledge of allegiance.

Comments from the Public: None.

Clay EDC Report

JJ Harris provided an update on EDC projects. He stated the need for shovel ready sites for industrial development. He requested that the CCDA commit funds to be dedicated to developing a site or building. He introduced Ivan Baker with Crowe & Co. who provided an overview of what companies look forward regarding sites for development. He encouraged identifying sites and developing the infrastructure to make the sites ready.

Secretary's Report

Approval of December 18, 2019 Minutes: **Chereese Stewart** presented the minutes. **Alex Hill** made a motion to approve the minutes. Motion was seconded and passed unanimously.

Treasurer's Report

Alex Hill presented the December 2019 and January 2020 financials to the Board. **Bruce Butler** made a motion to accept the Treasurer's report. Motion was seconded and passed unanimously.

The FY 2018/19 audit was presented by Anthony Walsh of James Moore & Associates, CPAs. **Alex Hill** made a motion to accept the audit. Motion was seconded and passed unanimously.

Chair's Report

Bylaws Committee – Keith Ward stated that the committee met prior to the Board meeting to discuss updating the organization’s bylaws. The members reviewed several copies of other organizations’ bylaws and discussed various items that would need to be addressed in the CCDA’s updated copy. April Scott requested that the board allocate up to \$3,000 towards to have her and if need be, another attorney, assist with updating the bylaws. **Bruce Butler** made a motion to approve the request. Motion was seconded and passed unanimously.

Executive Director’s Report

Update on Grants – Josh Cockrell provided an update on the status of the grants. He stated that the FDSTF buffer grant has been closed and reimbursed. The DIG canopy grant has been completed and a reimbursement request has been made. The DIG road resurfacing grant is on hold until the summer. Josh requested that the board allocated \$500,000 for the new DIG grant application. **Bruce Butler** made a motion to approve the allocation request. Motion was seconded and passed unanimously.

Josh Cockrell informed the board that Mike Davidson resigned. He stated that he continues to follow up with the Governor’s office regularly regarding the board’s vacancies. The Governor’s office has not indicated when the appointments will be made.

IRB Opportunities – Josh Cockrell stated that he is staying in contact with several companies regarding IRBs. He will update the board on any progress.

Attorney’s Report

April Scott stated that she will be drafting updated bylaws.

Old Business/New Business/ Board Comments

Establishing Goals and Objectives – Keith Ward stated that he would like for the board to update goals and objectives. This can be done via the Bylaws Committee.

Josh Cockrell mentioned JJ Harris’s request for the board to commit money to a project. The board stated that they would entertain committing funds to a project, but on a case by case basis.

The board decided to reschedule April’s meeting to April 29 and to hold it at Vallencourt Construction. The Bylaws Committee will meet at 3pm on that date as well.

Adjourned: 6:08 PM