

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

April 29, 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

Call to Order: **Keith Ward** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:07 PM.

Invocation: **Bruce Butler** provided the invocation.

Comments from the Public: None.

Clay EDC Report

JJ Harris provided an update on EDC projects. The EDC has been working on drafting a governance report and economic development policy with a consultant. The EDC has submitted a DRG application to assist with quarterly events, advertising, and other items. On behalf of PASS, EDC applied for and was awarded an infrastructure grant by DEO. He stated that Roller Die has acquired property adjacent to their current site. The company will be expanding its facilities. JJ stated that this area is ideal for CCDA to seek property for developing a building. He stated that MOBRO has submitted an incentive request for their expansion.

Secretary's Report

Approval of February 26, Minutes: **Josh Cockrell** presented the minutes. **Bruce Butler** made a motion to approve the minutes. Motion was seconded and passed unanimously.

Treasurer's Report

Alex Hill presented the February 2020 and March 2020 financials to the Board. **Bruce Butler** made a motion to accept the Treasurer's report. 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. He stated that the committee has made progress on drafting a new set of Bylaws. Another meeting will be held to continue the committee's work.

Executive Director's Report

Update on Grants – Josh Cockrell provided an update on the status of the grants. He stated that the DIG canopy grant has been completed and reimbursed. The DIG road resurfacing grant is on hold possibly until 2021. A new application for a DIG grant was submitted to DEO for \$500,000 to make security improvements to Avenue D Gate at Camp Blanding. Josh stated that he will be presenting to the FDSTF for \$500,000 grant request for purchasing buffer land.

IRB Opportunities – Josh Cockrell stated that MOBRO is not moving forward with an IRB. The fertilizer plant is on hold. Roller Die is not moving forward with an IRB since they are able to get low-interest financing without the help of an IRB. He stated that bonds will likely not be a viable option for many companies/organizations due to banks' low interest rates.

Orange Park Plaza – Josh Cockrell stated that a developer has proposed to build the county's first mixed use project and the first set of multifamily units in 37 years in the town of Orange Park on approximately 10 acres of land on Kingsley Avenue. Josh provided an overview of the project, site plan, and renderings. The project is approximately \$65M in capital improvements. Overall, the community's support for the project has been resounding. **Keith Ward** stated that this is an attractive project for the county. Josh requested the Board's support for the project. **Bruce Butler** stated that a project of this magnitude is exactly what the Board should support. **Daniel Vallencourt** and **Amy Pope Wells** both agreed. **Alex Hill** made a motion for the CCDA to support the Orange Park Plaza project. Motion was seconded and passed unanimously. Staff has been directed to draft and send a letter of support to the Town of Orange Park city council.

Emergency Appropriation for PPE Gear – Josh Cockrell shared with the Board that the county manager, Chereese Stewart, JJ Harris, and Wendell Chindra meet regularly to discuss economic development. Recently, the CCDA was requested to provide support to small businesses that are impacted by COVID-19. Josh requested that the Board appropriates \$50,000 for the purchase of PPE gear. The gear will consist of medical masks and disinfectant solution, Goldshield, which once applied to surfaces, will continue to kill the coronavirus for up to 90 days. 1 gallon of Goldshield will cover 4,000sqft. **Amy Pope Wells** introduced the Goldshield supplier to Josh and highly recommended the disinfectant. She stated that the Clay EOC, JTA, and other agencies have purchased Goldshield. She stated that the federal government is in discussions in regard to procuring the product as well. Josh stated that he would like for the Board to look into getting FEMA reimbursement. Josh asked if CCDA could buy Goldshield and resell the product. **Daniel Vallencourt** stated that he believes CCDA should resell the product and recoup costs. **Chereese Stewart** stated that the Board should base its decision on recommendations from the Governor. She does not believe that the CCDA should require businesses to purchase the product. **Keith Ward** supports the contribution of funds to help small businesses acquire PPE. **Chereese Stewart** made a motion to appropriate \$50,000 to purchase PPE to help Clay County small businesses. Motion was seconded. **Chereese** stated that there are local businesses that are able to assist us in procuring masks. **Bruce Butler** stated that the CCDA should establish

parameters that will define who qualifies for a small business. **Amy Pope Wells** stated that the Clay Chamber could help with identifying small businesses who need assistance. Josh stated that the local municipalities have business licenses which can be cross-referenced to ensure Clay County businesses are receiving the products. In addition, the unincorporated areas of the county can provide a copy of their Sunbiz registration and a copy of a bill. He recommended that businesses be limited to a maximum of disinfectant that will cover 4,000sqft. **Chereese Stewart** made a motion to purchase \$50,000 of PPE products to help Clay County small businesses. The products that the CCDA will purchase are contingent upon state requirements. If the Governor does not provide direction by April 30 on the requirements to reopen, then the CCDA should move forward with procuring Goldshield. Motion was seconded. **Keith Ward** requested that **Josh** and **Alex Hill** coordinate efforts to purchase PPE. The motion passed 5-1 (Daniel Vallencourt was the only dissent).

Josh Cockrell stated that he continues to follow up with the Governor's office regarding CCDA appointments. He has been informed that the Governor has the appointments on his desk and that due to COVID-19, he is not making appointments. It has been 1.5 years since applications for appointment were submitted. He is concerned that as summer approaches and Alex Hill moves to Nashville and Amy Pope Wells gets busier running for Congress, the CCDA will no longer be able to make quorum. He would like for the Board to submit a letter to the Governor stating their concerns with quorum and the slow-moving appointment process. **Keith Ward** stated that he, too, has made several requests to have this issue resolved. **Amy Pope Wells** stated that the Board should send a letter to the Governor requesting action. **April Scott** stated that she has reached out to her contact in the Governor's office to request assistance with the appointments. **Chereese Stewart** recommended that all board members make an effort to encourage the Governor's office act on the appointments. Josh stated that if no movement has been made by the Governor on the appointments by the May board meeting, then the Board will send a letter to the Governor outline quorum issues and requesting action on the appointments.

Attorney's Report

April Scott stated that she will continue drafting the bylaws.

Old Business/New Business/ Board Comments

Establishing Goals and Objectives - **Keith Ward** stated that the board will table the discussion until next meeting.

Adjourned: 5:50 PM