

**CLAY COUNTY DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
MINUTES**

August 19, 2015

Present: Chip Dobson, Matt Carlton, Greg Clary, Paz Patel, Russell Buck, Chereese Stewart, Mike Davidson

Absent: Bill Randall, Cathy Chambers, Marge Hutton

Guests: Bill Garrison, Nat Hughes, Joe Mobley

Staff: Josh Cockrell, Grady Williams, Counsel

Call to Order: **Chair Chip Dobson** called the Clay County Development Authority ("CCDA") Board meeting to order at 4:07 PM.

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

Approval of June 17, 2015 Minutes: **Greg Clary** motioned to accept the minutes. Motion seconded, and passed unanimously.

Action Taken at Committee Meetings: **Chip Dobson** gave an update on the DEVCOM Committee Meeting that was held prior to the Board meeting. DEVCOM has provided a proposed budget for the 2015-2016 year that will be presented for approval later in the agenda. The Chamber has provided an initial offer on the purchase of CCDA's 50% interest in the DEVCOM building. Josh Cockrell provided an overview of their initial offer -- \$240k for CCDA's half of the building, waive the remaining balance of the promissory note (approx. \$50k), and DEVCOM funds are not up for discussion (Chamber would retain 100% of current DEVCOM funds). Josh Cockrell will draft an initial term sheet for review by the Board at the next meeting.

Treasurer's Report: **Matt Carlton** gave a report on the finances. **Russell Buck** made a motion to accept the treasurer's report. Motion seconded and passed unanimously.

Public Comment: John Kiddy and Ken Atlee provided a brief presentation on the property that they are in the initial stages of developing. The property is located across on Branam Field Road.

Chair's Report: **Chip Dobson** welcomed the newly appointed CCDA appointed members. He recognized former Board Member Joe Mobley for his 8 years of service on the CCDA. Josh Cockrell provided an overview of the status of the DEVCOM tenant leases and requested next steps from Board regarding renewals and rent

increases. The Board recommended that the tenants remain month-to-month at their current rates following the ends of the leases for the next few months as the DEVCOM negotiations take place.

Executive Director's Report: Josh Cockrell provided an update on activities that have taken place since the last board meeting. He has met with Camp Blanding officials regarding grants and community partnership opportunities, worked on grant reports, developed an orientation book for the new members and held a new member orientation, met with Clay Today to provide overview of CCDA, worked on drafting budgets for the upcoming year, coordinated with the Governor's office the timely appointments of the new CCDA members, met with Ted McGowan at Reynold's Park regarding development opportunities, and spoke at Sunrise Rotary Club regarding CCDA. He provided an update on the status of the defense grants.

Attorney's Report: Grady Williams stated that he will be unavailable to attend the next Board meeting, but will be present for the October meeting.

Economic Development Report: Bill Garrison provided an update on several projects that he is pursuing. He stated that a firm has been selected to conduct the Economic Development Strategic Plan. The CCDA committed to \$10k towards the plan.

Old Business/New Business/Board Comments: Russell Buck made a motion to approve the 2015-2016 DEVCOM Budget. Motion seconded and passed unanimously.

Matt Carlton made a motion to approve a \$10k sponsorship of the Clay County Economic Development Corporation for 2015-2016. Motion seconded and passed unanimously.

Russell Buck made a motion to approve a \$10k sponsorship of the Chamber's Small Business Development Center for 2015-2016. Doug Conkey provided an overview of the status of the program. It is projected to commence in late Fall 2015. Motion seconded and passed unanimously.

Chip Dobson presented a request from IGS that IGS's contract to provide staff services to the CCDA be extended with an increase in the monthly fee to commence on October 1, 2015. **Matt Carlton** made a motion to approve the request. Motion seconded and passed unanimously.

Chip Dobson presented a request from Grady Williams that Grady's contract for counsel services to the CCDA be extended with an increase in the monthly retainer fee to commence on October 1, 2015. **Russell Buck** made a motion to approve the request. Motion seconded and passed unanimously.

Josh Cockrell requested that the board formerly approve their \$10k commitment to the CCEDC for the economic development plan. **Russell Buck** made a motion to approve the request. Motion seconded and passed unanimously.

Chip Dobson informed the Board that at September's meeting, the 2015-2016 Budget will be presented for approval, board elections will take place, and the 2015-2016 meeting schedule will be approved.

Adjourned: 5:59 P.M.

DATES OF UPCOMING CCDA MEETINGS:

September 16, 2015 at 4:00pm