

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

**September 19, 2018**

**Present:** Keith Ward, Russell Buck, Mike Davidson, Cathy Chambers, Tom Morris

**Excused:** Greg Clary, Marge Hutton, Chereese Stewart, Bruce Butler, Amy Pope-Wells

**Staff:** Josh Cockrell, April Scott, Counsel

**Guests:** JJ Harris

**Call to Order:** **Russell Buck** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:05 PM.

**Comments from the Public:** None.

**Clay EDC Report**

JJ Harris provided an overview of the projects that he has open. He stated that he is meeting with businesses throughout Clay and invited Josh Cockrell to join him on several visits to discuss industrial revenue bonds. He updated the Board on the status of projects at Keystone Heights Airpark. There may be opportunities for CCDA to issue an IRB, develop facilities, and/or finance projects at Keystone Heights Airpark.

**Secretary's Report**

**Approval of August 16, 2018 Minutes:** **Josh Cockrell** presented the minutes. **Mike Davidson** made a motion to approve the minutes. Motion was seconded and passed unanimously.

**Treasurer's Report**

**Mike Davidson** presented the August 2018 financials to the Board. **Tom Morris** made a motion to accept the Treasurer's report. Motion was seconded and passed unanimously.

**Chair's Report**

No report.

**Executive Director's Report**

**DIG/DTF Grants – Josh Cockrell** provided an update on the status of the grants. The DIG grants are expected to wrap up by year-end.

**Economic Development Discussions – Josh Cockrell** stated that there hasn't been any additional progress regarding acquiring property at JP Hall Industrial Park. The sale price per acre is more than what the Board is willing to pay. He recommended that the Board pursue alternative options. The Board concurred.

**Presentation of FY 18-19 Budget – Josh Cockrell** presented the FY 18-19 Budget and requested approval. **Mike Davidson** made a motion to approve the budget. Motion was seconded and passed unanimously.

**Russell Buck** commented that the Board should consider the possibility of hiring a full-time Executive Director as the organization generates new revenue streams.

**Attorney's Report**

April Scott drafted a joinder agreement between CCDA and Camp Blanding regarding the DIG grant.

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

**Election of 2018-19 Board Officers** – The Board held elections for officers. **Tom Morris** made a motion to nominate Marge Hutton as Chair. Motion was seconded and passed unanimously. **Tom Morris** made a motion to nominate Keith Ward as Vice Chair. Motion was seconded and passed unanimously. **Keith Ward** made a motion to nominate Bruce Butler as Treasurer. Motion was seconded and passed unanimously. **Cathy Chambers** made a motion to nominate Greg Clary as Secretary. Motion was seconded and passed unanimously. **Keith Ward** made a motion to nominate Josh Cockrell as Assistant Secretary. Motion was seconded and passed unanimously.

Josh Cockrell presented the FY 18-19 board meeting dates.

**Adjourned:** 5:25 PM