

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

October 17, 2018

Present: Keith Ward, Russell Buck, Marge Hutton, Chereese Stewart, Amy Pope Wells

Excused: Greg Clary, Bruce Butler, Mike Davidson, Cathy Chambers, Tom Morris

Staff: Josh Cockrell, April Scott, Counsel

Guests: JJ Harris, The Honorable Kristina Mobley

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

Invocation: **Amy Pope Wells** provided the invocation.

Installation of 2018-2019 Officers: The Honorable Kristina Mobley presided over the installation of the 2018-2019 Officers of the Board. **Marge Hutton** then took her seat as Chair and led the board meeting.

Comments from the Public: None.

Secretary's Report

Approval of September 19, 2018 Minutes: **Josh Cockrell** presented the minutes. **Keith Ward** made a motion to approve the minutes. Motion was seconded and passed unanimously.

Treasurer's Report

Josh Cockrell presented the September 2018 financials to the Board. **Russell Buck** made a motion to accept the Treasurer's report. Motion was seconded and passed unanimously.

Clay EDC Report

JJ Harris provided an overview of the projects that he has open. His report included an update on his conversations with R&J Enterprises and PASS to expand their operations. He provided an update on conversations with MHD Rockland and Keystone Heights Airpark. He stated that he has received several calls from developers who are interested in building hotels/lodging facilities in Green Cove Springs. He provided a review of the September 2018 building permit report for the Town of Orange Park. He continues to assist the CCDA with identifying IRB opportunities. He also provided an update on GenPlant and their relocation from Jacksonville to Green Cove Springs.

Chair's Report

Marge Hutton presented a plaque recognizing **Russell Buck** for his service as Chair.

Executive Director's Report

DIG/DTF Grants – Josh Cockrell provided an update on the status of the grants.

Economic Development Discussions – Josh Cockrell stated he continues to explore opportunities with potential projects at Keystone Heights Airpark including IRBs. He would like to invite the KHA staff to a future CCDA meeting to present the airports master plan and further discuss the opportunities for CCDA to assist in the catalyzation of economic development at the airport.

Attorney's Report

April Scott drafted resolutions for the formal adoption of the FY 18-19 budget.

Old Business/New Business/ Board Comments

Formal Adoption of FY 2018/19 Budget & Resolution: Russell Buck made a motion to formally adopt the FY 2018/19 Budget and Resolution. Motion was seconded and passed unanimously.

Adjourned: 5:00 PM