

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

December 16, 2015

Present: Chip Dobson, William Randall, Matt Carlton, Greg Clary, Marge Hutton, Russell Buck, Chereese Stewart, Mike Davidson, Cathy Chambers, Bill Garrison

Absent: Paz Patel,

Guests: Josh Cockrell, Grady Williams, Counsel, Taylor Mejia, Ana Grogan

Call to Order: **Chip Dobson** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:12 PM.

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

Comments from the Public: **Ana Grogan** introduced herself to the Board and gave a brief presentation on the Small Business Development Center.

Approval of November 18, 2015 Minutes: **Russell Buck** motioned to accept the minutes. Motion seconded and passed unanimously.

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

Committee Reports: **Chip Dobson** gave a brief overview of the DEVCOM Negotiations Committee meeting that was held prior to the Board meeting. The Board also reviewed the counter-offer that was submitted by the Chamber. The Board discussed the Committee's recommendation for a counter-offer to the Chamber. The Board accepted the terms suggested by the Committee.

Chair's Report: **Chip Dobson** suggested that the Board not meet in January. He recommended that the individual committees meet on that day instead. Josh Cockrell will follow up with committee chairs to organize committee meeting times.

Executive Director's Report: **Josh Cockrell** provided an update on activities that have taken place since the last Board meeting, including an update on current grant activities. He met with the Bradford County Emergency Operation Center to help the center pursue grant opportunities. He updated the Board on the steps being taken for CCDA to be in compliance with public records standards. Josh Cockrell stated that the CCDA is included in IGS's commercial liability insurance. **Greg Clary** made a motion to approve an amendment to the contract between IGS and the CCDA that includes the CCDA in IGS's insurance policy. Motion seconded and passed unanimously.

Attorney's Report: Grady Williams stated that a binder agreement was drafted between Camp Blanding and CCDA in regards to the grant agreement with Enterprise Florida. He is on standby to further provide assistance on the grant agreement. He also will be available to provide assistance in drafting any legal documents pertaining to the sale of DEVCOM to the Chamber, including any closing documents.

Economic Development Report Bill Garrison informed the Board that the Clay County Economic Development Corporation is still in the process of completing a strategic plan.

Old Business/New Business/ Board Comments:

The Board was asked to write a letter of support for Baptist Health in Clay County. The request will be discussed further during committee meetings.

Matt Carlton suggested that the Board should have a meeting at Camp Blanding during 2016.

Adjourned: 5:12 PM.

Next CCDA Board Meeting
February 17, 2015