

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

**December 15, 2021**

**Present:** Keith Ward, Daniel Vallencourt, Amy Pope-Wells, Tina Clary, Chereese Stewart and Bruce Butler.

**Absent:** Joelle Marquis and Jim Horne.

**Staff:** Josh Cockrell and April Scott (Legal Counsel)

**Guests:** Brittyn Perkins, Laura Pavlus

**Call to Order:** **Keith Ward** called the Clay County Development Authority (“CCDA”) Public Meeting to order at 4:20 PM.

**Invocation:** **Bruce Butler** provided the invocation and Pledge of Allegiance.

**Comments from the Public:** None.

**Secretary’s Report**

**Chereese Stewart** presented the meeting minutes from the October meeting. **Keith Ward** motioned for approval. **Daniel Vallencourt** seconded the motion. Motion approved.

**Treasurer’s Report**

**Tina Clary** presented the November Financial Report. **Daniel Vallencourt** motioned for approval. **Amy Pope Wells** seconded the motion.

**EDC’s Report**

**Laura Pavlus** provided an update on project Gator. The EDC is still waiting on an update and hopes to have more information at the next meeting. **Laura Pavlus** added a goal for the EDC is to work on the work force and CTE with local colleges.

**Chair’s Report**

No report.

**Executive Director’s Report**

**Josh Cockrell** provided an update on the DIG and Blanding grants. **Josh Cockrell** provided an update on the College Drive properties and suspects the JIMCO contractor will be finished by the end of January 2022.

**Old/New Business/Board Comments**

**Keith Ward** announced that **Josh Cockrell’s** contract is up. **Keith Ward** reported if the Board wishes to keep **Josh Cockrell**, the CCDA can add 3 more years to his term.

**Bruce Butler** questioned at what point does the CCDA put the contract out to bid to ensure the CCDA is transparent and continues a competitive process? **Bruce Butler** added this could also ensure the Board doesn't show favoritism. **Bruce Butler** explained he is exceptionally happy with **Josh Cockrell's** work. **Chereese Stewart** added if the Board wants to open an RFP, it needs to state it in the contract. **April Scott** explained if the CCDA wishes to offer a renewal, the contract can be amended to add the RFP prior to the new contract ending.

**Daniel Vallencourt** suggested extending **Josh Cockrell's** contract based on current terms of agreement plus adding language that eight months prior to contract ending, the CCDA will send out an RFP. **Keith Ward** motioned for approval. Unanimously approved.

**Attorney's Report**

No report.

**Adjourned: 5:08 PM**