



2025/2026 CHARTER REVIEW COMMISSION MINUTES

May 4, 2026

5:00 PM

Administration Building
4th Floor, BCC Meeting Room
477 Houston Street
Green Cove Springs, FL 32043

INVOCATION

Bill Engelbrecht gave the Invocation.

PLEDGE OF ALLEGIANCE

Chairman Courtney Connor led the Pledge of Allegiance.

CALL TO ORDER

Chairman Courtney Connor called the meeting to order at 5:01 pm.

WELCOME

Chairman Courtney Connor welcomed all in attendance and gave a brief overview for the intent of today's meeting.

ROLL CALL

Present: Courtney Connor, Chairman
Yul McNair, Vice-Chairman
Matthew Mitchell
Kristy Perry
Deborah Pascoe
Bill Engelbrecht
Len Hering
Susan Callahan

Absent: Rhonda Jett
Steve Anderson
Kurt Musser
Brandon Salter
Sherry Warren
Tim Nguyen
Van Royal

Staff Present: County Attorney Courtney K. Grimm

APPROVAL OF MINUTES

Charter Review Commission Meeting Minutes April 20, 2026

Matthew Mitchell made a motion to approve the April 20, 2026, CRC Meeting minutes, seconded by Vice-Chairman Yul McNair, which carried 7-0, with Len Hering abstaining due to his absence from the meeting.

PUBLIC COMMENT

Chairman Courtney Connor opened the floor for public comment at 5:03 pm.

Hearing no comments, Chairman Courtney Connor closed the public comment at 5:03 pm.

PUBLIC HEARING

1. Revisions to the Clay County Charter, Section 2.2.C. Legislative Branch, Salaries and Other Compensation

Item One (1) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/Charter Review Commission/May 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/Charter%20Review%20Commission/May%204,%202026), beginning at 2:46 and ending at 3:43. Below is a summary of the discussion.

Chairman Courtney Connor opened the floor to provide details and information for the public hearing as mentioned above.

Chairman Courtney Connor opened the floor for the public hearing at 5:04 pm.

Hearing no comments, Chairman Courtney Connor closed the public hearing at 5:04 pm.

PUBLIC COMMENT

Chairman Courtney Connor opened the floor for public comment at 5:05 pm.

Hearing no comments, Chairman Courtney Connor closed the public comment at 5:05 pm.

NEW BUSINESS

1. Approval of Patrial Payment to Glenn A. Taylor, P.A. for Professional Legal Services

NB Item One (1) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/Charter Review Commission/May 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/Charter%20Review%20Commission/May%204,%202026), beginning at 4:02 and ending at 6:45. Below is a summary of the discussion and the vote for this agenda item.

Chairman Courtney Connor opened the floor to discuss the partial payment for CRC Attorney Glenn Taylor. Chairman Connor expressed her appreciation to Mr. Taylor for all he has done and noted that the invoice and information discussed are attached to the agenda.

Glenn Taylor, CRC Attorney, provided an overview and details of the partial-payment invoice and expressed his gratitude for the opportunity to work with the CRC Commission and serve the community.

Matthew Mitchell made a motion to approve the partial payment, seconded by Len Hering, which passed 8-0.

CRC MEMBER COMMENTS

There were no CRC member comments.

ADJOURNMENT

Chairman Courtney Connor mentioned that the next meeting would be held on May 18, 2026, at 5:00 pm.

Courtney Grimm, County Attorney, spoke about agenda items for the upcoming meeting, requested that the Commission review them, and said staff would take any suggestions for the next CRC Commission.

Hearing no further business, Chairman Courtney Connor adjourned the meeting at 5:10 pm.

Attest:

Tara S. Green
Clay County Clerk of Court and Comptroller
Ex Officio Clerk of the Board

Chairman or Vice-Chairman