

**CLAY COUNTY DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
ORANGE PARK, FLORIDA
4:00 pm
MINUTES
February 15, 2012**

Present: Jan Conrad, Greg Clary, Chip Dobson, Tom Morris, Bill Randall, Debbie Ricks, Matt Welch and Grady Williams

Absent: Virginia Hall, Joe Mobley, Paz Patel

Staff: Danita Andrews, Wanda Harrison, John Tabor, Leah Zdenek

Call TO Order: Matt Welch called the Clay County Development Authority (CCDA) board meeting to order at 4:03 PM.

Invocation: Reverend Bill Randall

Approval of Minutes: A motion (MW/TM) was made, seconded and carried to approve the minutes of the December 14, 2011 board meeting. A motion (DR/GC) was made, seconded and carried to approve the minutes of the Big League Dreams Workshop meeting of December 14, 2011.

Treasurer's Report: Ms. Debbie Ricks indicated the finance packet was reviewed and statements in order. She recapped that the finance committee also discussed the Devcom renovation, St. Johns Country Day IRB, and relayed Ms. Jan Conrad is assisting staff with checking into bank service fees.

Attorney's Report:

- a. **St. Johns Country Day School:** Mr. Williams pointed out that when the St. Johns Country Day School (SJCDS) Bond Issue closed, the CCDA's \$60,000 Bond Issuance Fee was earned but was not invoiced in error. Mr. Williams had spoken with Peter Dame, SJCDS Bond Attorney with Ackerman Senterfitt, and received clearance to write directly to SJCDS to request payment, explain the prior oversight, provide documentation regarding the legal obligation of SJCDS to pay the CCDA Bond Issuance Fee, and request prompt payment, which was done in December 2011. Ms. Andrews reported making a follow up appointment with Ed Ellison, Headmaster of SJCDS, to discuss the matter, and possible arrangements for payment. Mr. Williams and the CCDA Board discussed the possibility of arranging for payment over a three (3) year term at an approximate three percent (3%) annual rate of interest. A further report will be made at the next meeting.
- b. **1286 Harbor Road:** Mr. Williams provided the update from Tyler Williams, as per the one year listing agreement with Colliers International. The facility is on their website and they are distributing 50 mail-outs per week. Ms. Andrews reported that tree trimming and underbrush cleanup had been completed. Massey Services has treated for carpenter ants, pest services and installed termite monitoring system. Pressure washing of the building is needed.

In addition, Ms. Nancy Keating with Challenge Enterprises as next door neighbor is regularly checking the exterior doors and helping informally monitor activity for security purposes.

- c. **Audit Status:** Ms. Mary Ann Magers was informed and received notice from the Auditor General related to three additional items to be included in the audit for CCDA.
- d. **Big League Dreams project:** Per Rob Bradley, Mr. Williams noted the County is working with the School Board to choose a potential site and they are considering the land where the proposed Fleming Island Junior High School was to be built, the P6 property- ball fields run by the YMCA and Thunderbolt Elementary. Mr. Matt Welch volunteered to attend Big League Dreams meetings for the CCDA and report back on progress (to be added as an agenda item). Ms. Andrews noted inquiry was received from Commissioner Robinson about Big League Dreams and he relayed that he had been out of the loop regarding the workshop. Subsequently, she had followed up and provided copies of the minutes from the CCDA's meetings relating to the Big League Dreams. Brief discussion followed about the upcoming political/election cycle in the county and Mr. Clary suggested the CCDA needs to have proper facts and asked if CCDA had ever undertaken similar projects. Ms. Andrews relayed this could be considered a community development project much like other beneficial projects such as the Brownfields initiative undertaken by the CCDA that would have positive impact within the county.

Economic Development Report: Ms. Danita Andrews gave an overview of Economic Development activity and provided additional background.

- a. **Target Industries:** Industry Stakeholder meetings have been scheduled for Business Support Services March 5th; Health and Rehabilitative Care as well as Advanced Manufacturing, Aerospace and Distribution/Logistics will take place on March 7th. Ms. Katherine Johnston with SRI will assist in presenting findings/outcomes and have additional discussion with the Economic Development Advisory board March 8th.
- b. **Defense/BRAC Monitoring:** The Florida Defense Alliance and Military Affairs Committee is keying in on potential BRAC activity for Florida's military bases and we have assisted with outreach with Colonel Jarriel, Commander of Camp Blanding with issues of importance to the Army Air National Guard.
- c. **Brownfields Activity:** We are working closely with Danielle Judd, Green Cove Springs City Manager and will have a joint meeting with our consultants at City Hall to discuss potential priority parcels.
- d. **Warner Road:** The Economic Development Advisory Board had submitted a letter of support for the first Planned Industrial Development (PID) for Warner Road, which has encountered some opposition from the residents on the depth of the buffers. This project has potential to set precedence regarding buffering and setbacks with the rezoning. In addition, the accessibility of the rail spur and transportation access is considered very advantageous for future industrial development and economic development. The applicant is an existing Clay County Business that has potential expansion plans and is working closely with neighboring residents relating to the buffer issues.
- e. **Prospect/Project Activity:** Ms. Andrews passed out the confidential client activity information. Mr. Welch indicated he was pleased to see this and Ms. Andrews proceeded with briefing the board on current economic development projects from direct inquiries as well as JAXUSA and Enterprise Florida. The sheets were collected in keeping with confidentiality.

MLK Day: Reverend Randall reported the Martin Luther King events were a great success in Orange Park and Green Cove Springs. The actual cost was less than had been allocated to cover expenses. Plans are being discussed to hold the event again next year.

Devcom: The CCDA approval \$35,000 for renovations to the Chamber building to be done by Steve Johnson Builders. Painting, new carpet, cabinetry and countertops and the duct work cleaning will be completed within a few weeks. The Chamber is planning an Open House in celebration of their 50th year to take place on March 29.

Comments From the Public: No comments made.

Adjournment: Meeting adjourned at 5:08 PM