

**CLAY COUNTY DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
MINUTES**

January 21, 2015

Present: Debbie Ricks, Greg Clary, William Randall, Matt Carlton, Paz Patel, Russell Buck, Chip Dobson, Grady Williams, Counsel

Absent: Joe Mobley, Virginia Hall, Matt Welch

Guests: Bill Garrison, Elizabeth Adams, Nancy Keating

Staff: Josh Cockrell

Call to Order: **Chair Chip Dobson** called the Clay County Development Authority ("CCDA") Board meeting to order at 4:00 PM.

Invocation: **Rev. William Randall** provided the invocation.

Approval of November 12, 2014 Minutes: **Debbie Ricks** motioned to accept the minutes. Motion seconded, and passed unanimously.

Action taken at Committee Meetings: DEVCOM Committee held prior to CCDA Board meeting. Chairman Dobson provided an overview of the reserve study that was commissioned. It was determined that a civil engineer's perspective as to the requirements that will satisfy SJWMD is needed to determine next steps for addressing the parking lot issue. The reserve study will then be updated to reflect more accurate replacement costs of the building's assets. In addition, general counsel Grady Williams has been asked to provide a legal opinion regarding the liability of the parking lot.

Public Comment: None

Treasurer's Report: **Matt Carlton** reviewed the financial reports for November 21, 2015. Debbie Ricks made a motion to approve the report. Seconded and passes unanimously.

Chair's Report: **Chip Dobson** stated that there will be 3 vacancies coming up on the CCDA Board beginning on July 1, 2015. He encouraged the board to think of community leaders to recommend for appointment. In addition, 2 board members are up for reappointment.

Chairman Dobson proposed that a special meeting be held in February in order to review RFP submittals received for the coworking space feasibility study. The date selected was February 25, 2015 at 4pm for the special meeting.

Staff Report: Josh Cockrell provided an update on the current status of Camp Blanding grants. \$400,000 will be paid out from CCDA for the acquisition of the property adjacent to Camp Blanding to prevent encroachment. Reimbursement from Enterprise Florida following disbursement will be pending. RFPs for the new cycle of grants will go out in March.

As of the time of the meeting, only one response expressing interest to the coworking space feasibility has been received. However, there aren't any submitted responses yet.

Clay Today will be printing an article that highlights the economic development partnership between CCDA, Clay EDC, Clay Chamber, and Brian Knight of Pragmatic Works.

Attorney's Report: None

Economic Development Report: Bill Garrison stated that his agreement with the BCC has been renewed for \$50k per year. Over the past month over 41 projects have come across the desk, 18 are opened, 19 closed due to no further activity, and 4 were closed successfully. Bill introduced Elizabeth Adams, the newest member to the Clay EDC team.

Old Business: None

New Business: Nancy Keating, Executive Director of Challenge Enterprises, a local Clay County not-for-profit gave a presentation on her organization and introduced that the organization is in need of expanding to meet the growing demand in services. She is having difficulty identifying existing real estate in Clay County that will meet the needs of the organization. Otherwise, the organization may have to enter into Duval County. The Board stated that they will assist Nancy in any manner that they can to ensure that her organization stays in the county. Nancy stated that she will be in touch regarding next steps.

William Randall provided an overview of the Northeast Florida Community Action Agency and stated that the organization is identifying a way to assist the community acquire adequate transportation. He has requested that the CCDA provide a loan guarantee or a loan to use in the newly established program to assist low income members of community with financing used automobiles. Vystar would be an underwriter partner along with Jack Hanania who will provide the cars. In return to helping the community, CCDA would receive the net interest accrued on the small car loans which would be approximately 7%. As part of the agreement, we could encourage Northeast Florida Community Action Agency to move its offices from

Jacksonville to Clay County. The concerns expressed were regarding the financial risks involved should an individual be unable to pay back the car loan which would fall onto the CCDA. Also, concerns existed whether those applying for the cars are inside Clay or outside of which if they are outside of Clay County, then whether there is no nexus. Rev. Randall will return to CCDA with more information as well as the interest of the organization to relocate to Clay County. There also may be an opportunity for St. Johns River Community College of partner with the organization via an automotive repair program which will be inquired further.

Staff Report (continued): Josh Cockrell provided to the board copies of the SWOT analysis that consists of the thoughts of each board member. The next step will be for the board to develop and define a list of goals whether it is to serve as an informational/educational resource to municipalities and county, advocating a legislative local/state policy agenda, serving as an ideal clearinghouse, partnering with industries in the community such as medical and the port, and pursuing projects that will provide great economic impact.

The next CCDA Board meeting will be on February 25, 2015 at 4:00P.M.

Adjourned: 6:02 P.M.

DATES OF UPCOMING CCDA MEETINGS:

February 25, 2015 at 4:00pm

March 18, 2015 at 4:00pm

May 20, 2015 at 4:00pm

July 15, 2015 at 4:00pm

September 16, 2015 at 4:00pm