

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

June 17, 2015

Present: Chip Dobson, Bill Randall, Matt Carlton, Greg Clary, Paz Patel, Matt Welch

Absent: Joe Mobley, Virginia Hall, Debbie Ricks, Russell Buck

Guests: Bill Garrison, Charles Garrison, Ken Smallwood, Mary Ann Magers, Doug Conkey

Staff: Josh Cockrell, Grady Williams, Counsel

Call to Order: **Chair Chip Dobson** called the Clay County Development Authority ("CCDA") Board meeting to order at 3:04 PM.

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

Approval of March 25, 2015 Minutes: **Matt Carlton** motioned to accept the minutes. Motion seconded, and passed unanimously.

Treasurer's Report: Mary Ann Magers provided the 2014 Audit Report and summarized its findings. **Greg Clary** made a motion to accept the 2014 Audit Report. Motion seconded, and passed unanimously. **Matt Carlton** stated that a few of the CDs matured in May and the funds were rolled into the money market account. Josh Cockrell was successful in negotiating a higher interest for the money market account. Josh recommended that the Compass Bank money market account be closed and the funds rolled into the First Atlantic money market account.

Economic Development Report: **Bill Garrison** provided an update on projects that he is working on as well as the status of the economic development plan RFP. **Greg Clary** made a motion to financially support the economic development plan at a minimum commitment of \$10,000 and if needed, the \$10k can be increased at a later date should the CCDA board decide to do so. Motion seconded, and passed unanimously.

Action taken at Committee Meetings: **Chairman Dobson** shared with the board that the DEVCOM Committee met in April and it was decided that the committee will return to their boards to discuss next steps regarding the future of the building. Clay Chamber President Doug Conkey stated that the Chamber Board is interested in purchasing the CCDA's half of the DEVCOM LLP. Chairman Dobson stated that the CCDA's DEVCOM Committee members including Greg Clary will serve as the CCDA's negotiating party for the Chamber's buy-out of the CCDA's half of the building.

The Strategic Vision Planning Committee met and drafted a strategic vision plan that includes a mission statement, vision statement, core values, and goals.

Public Comment: Ken Smallwood provided an update on the property (The Challenger Center) he has available for development and the discussions he has been having with the BCC. He also offered suggestions on potential partnership opportunities with the CCDA and his property that could create revenue streams for the CCDA.

Charles Garrison stated that he works for Wells Fargo and he offered his professional services to the Board.

Chair's Report: Chip Dobson shared with the Board that Bill Garrison sent to CCDA a prospect that is interested in applying for an IRB; however, the bond fees that would be assessed do not make the IRB's an attractive finance tool considering market rates are low.

Matt Welch, Joe Mobley, and Debbie Ricks will roll off the board on June 30, 2015. The Governor's Office is reviewing applications that they have received for consideration for appointment to the CCDA.

The Board was reminded that the Clay Supervisor of Elections will be mailing to each member a financial disclosure form that must be submitted back to them.

Coleman & Associates have submitted a contract for them to continue providing their accounting services to the CCDA. **Matt Welch** made a motion to approve the contract. Motion seconded, and passed unanimously.

The July 15th CCDA Board meeting has been cancelled. The next board meeting will be held on August 19th at 4:00pm.

Staff Report: Josh Cockrell provided an update on the grants that have been awarded to CCDA. **Matt Carlton** made a motion to disburse \$40,000 for the CCTV grant. Motion seconded, and passed unanimously. Josh Cockrell stated that the CCDA budgeted \$400k for a grant to purchase buffer land at Camp Blanding. He has requested a formal motion to disburse the budgeted \$400k for the purchase of the land. **Greg Clay** made a motion to approve the disbursement. Motion seconded, and passed unanimously. Josh stated that he is waiting for the announcement that CCDA was awarded a grant for \$90k for infrastructure improvements at Camp Blanding. He requested the Board to approve the appropriation of the funds following the grants awarding. Motion made by **Matt Welch**. Seconded and passed unanimously. Josh stated that CCDA will be awarded another \$400k for buffer land at Camp Blanding. He has requested the appropriation of \$400k for the land following its office announcement. **Paz Patel** made the motion to approve. Motion seconded and passed unanimously.

Josh Cockrell and Grady Williams will be traveling to the CDFA Conference on behalf of CCDA. He has requested that CCDA reimburse them both for their registrations and travel expenses. Paz Patel made a motion to approve. Motion seconded, and passed unanimously.

Josh provided an update on Challenge Enterprises and that due to Clay County not having a facility to meet their growing needs, they are planning to expand into Jacksonville.

Attorney's Report: None

Old Business/New Business/Board Comments: **Josh Cockrell** stated that a firm will be chosen next month to conduct the Economic Development Plan.

Josh Cockrell presented the Strategic Vision Plan. **Greg Clary** made a motion to adopt the plan with the understanding that the plan can be updated from time-to-time by the Board. Motion was seconded, and passed unanimously.

Rev. Randall provided an update on the transportation project he is proposing for CCDA to partner with Northeast FL Community Action Agency on. He stated that he has coordinated with several dealerships that will donate used cars. Vystar will provide the financing. He has asked that the CCDA provide the guarantee for the financing. Should a loan default, the car will be repossessed and auctioned. The CCDA will receive \$200 on each car sold and if the vehicle is repossessed, the CCDA will receive the funds from the auction. The Board expressed their concerns over the risks involved, the rational nexus of the project to CCDA's mission and if the program will be restricted to Clay County only, and the limited cash flow that CCDA has due to the funds that have been appropriated for grants. Rev. Randall reminded the Board that economic development includes socioeconomic development. The Board commended Rev. Randall on the great work he is doing towards improving the lives of Clay County's citizens. The Board decided to not take any formal action towards this project at this point.

Matt Welch made a motion to approve payment for the annual audit conducted by Magers and Associates. Motion seconded and passed unanimously.

Chairman Dobson recognized Matt Welch for his service to the CCDA Board over the past 8 years.

Adjourned: 5:45 P.M.

DATES OF UPCOMING CCDA MEETINGS:

August 19, 2015 at 4:00pm

September 16, 2015 at 4:00pm