

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

December 11, 2013

Present: Debbie Ricks, Chip Dobson, William Randall, Greg Clary, Tom Morris, Grady Williams, Counsel

Absent: Matt Welch, Virginia Hall, Paz Patel, Jan Conrad, Joe Mobley

Guests: David Cohen, Ken Willey

Staff: Josh Cockrell, Kerri Stewart, Bill Garrison

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

Invocation: William Randall

Approval of November 20, 2013 CCDA Board Meeting Minutes

Approval of November 15, 2013 Big League Dreams Committee Special Meeting Minutes

Approval of November 15, 2013 CCDA Special Meeting Minutes

Treasurer's Report: **Kerri Stewart** recommended that the treasurer's report be deferred until the next meeting due to the financials not being available at the time of agenda setting.

Chair's Report: **Debbie Ricks** deferred her report until later in the meeting.

Public Comment: none

Big League Dreams Project Update: **Grady Williams** presented the BLD first amendment to license agreement through March 31, 2014. Greg Clary made a motion to approve as presented. Chip Dobson seconded the motion and the motion carried.

Greg Clary presented an unsolicited proposal from Big League Dreams. David Cohen recommends that staff is authorized to publish the unsolicited proposal. Posted for 2 weeks and allow other proposers an additional 30 days to respond. Then determine how the proposals are to be evaluated. Evaluate, and then move forward with best ranked proposal. Staff is directed to publish notice on reception of

the unsolicited proposal and seek competing proposals. Proposal provides design, planning, construction related services, and operation maintenance of a park. Chair Debbie Ricks asked if other parks have undergone the same process. David Cohen advised that the state statutes be followed accordingly regarding to public-private partnerships. Greg Clary advised that this is only a proposal not a final term of deal. Greg Clary made a motion to direct staff to publish/advertise request for proposals. Tom Morris seconded. Tom Morris asked if this process is consistent with Florida statute. Greg Clary confirmed. Grady Williams asked David Cohen if for some reason they get a proposal for someone else are they free to consider a proposal for their services. David Cohen shared that the board can consider reviewing other proposals. BLD proposal is not a firm offer and is open to negotiation. Motion passed to publish the request for proposals.

Greg Clary presented an invoice for consideration for David Cohen's services. Recommends the board accepts the invoice as presented. Motion by Greg Clary to approve and fund the invoice dated through Oct. 31, 2013. Motion seconded by Tom Morris and the motion carries.

Greg Clary shared that the BLD Committee is working hard to bring this to a close and being diligent with CCDA funds.

Chair's Report: Debbie Ricks met with IGS staff Josh Cockrell and Kerri Stewart along with Grady Williams regarding the transition. She reminded the board to check their CCDA email accounts. Emails are auto archived, creates ease of public records requests, and it is being paid for. Requests board to check email at least once a week if not more for any correspondence or notices. States staff has requested to meet with her a few times before the upcoming meetings. Start looking at how we are going to focus for the next year. May go down to bi-monthly meetings depending on business brought forth. Also examine marketing and other financing opportunities.

Transition Report: Josh Cockrell provided an update on the transition. Meetings have been held with Bill Garrison, Grady Williams and staff, Tim Coleman, IT and website team. Shared that he will be meeting with Bill Garrison and Camp Blanding regarding grants. Reminded Board that the CCDA emails will be used for correspondence. Mentioned website updates to better market the CCDA. Will be formulating a public records policy/procedure.

Attorney's Report: Grady Williams stated that the transition appears to be going well. He thanked Bill Garrison, Betty Hicks, Kellie Collins and staff for what they have been doing. His understanding is the CCDA will continue to pay for their services through the end of this month. Moving forward will need to look at other economic development opportunities to use them for. Potential tenant problem...tenant behind on some payments. May need board action and further discussion. Greg Clay inquired what roles the CCDA has with the tenants. Grady Williams stated that the CCDA manages the tenants and collects the rents.

Economic Development Report: Bill Garrison met with Josh Cockrell and Kerri Stewart. He feels that the team is stronger having them on board. Not much to report other than an article in Clay Today which announced the grants at Camp Blanding for an airspace control system and mass notification system. He and Jos Cockrell will be meeting with them. He hopes that the CCDA will receive administrative fees from the grant. Economic Development Council is focusing on strengthening the organization and proactively recruiting prospects. Has had meetings with Brian Knight who is trying to get an IT incubator going. The small business development center is progressively pursuing county funding.

Old Business: none

New Business: The next CCDA Board meeting will be on January 15, 2014.

Adjourned: 4:37 PM.

DATES OF UPCOMING CCDA MEETINGS:

January 15, 2014

February 19, 2014

March 19, 2014

April 16, 2014

May 21, 2014

June 18, 2014

July 16, 2014

August 20, 2014

September 17, 2014