**CLAY COUNTY DEVELOPMENT AUTHORITY**

**BOARD OF DIRECTORS MEETING**

**MINUTES**

## **August 21, 2013**

**Present**: Matt Welch, Debbie Ricks, Greg Clary, Chip Dobson, Virginia Hall, William Randall, Joe Mobley, Grady Williams (Counsel/Interim Executive Director)

**Absent:**  Jan Conrad, Tom Morris, Paz Patel

**Guests:** Andy Chaff, Clay Electric and Matt Carlton, Carlton Construction

**Staff:** Bill Garrison, Cam DiFrancesco, Betty Hicks

**Call to Order:** Chair Matt Welch called the Clay County Development Authority (“CCDA”) Board meeting to order at 4:00 PM.

**Invocation:** William Randall

**Approval of July 17, 2013 Minutes:** William Randall made motion to accept; Debbie Ricks seconded; motion carried.

**BLD Update:** Discussion was held and motion made by Joe Mobley to reconfirm the authorization of CCDA to engage in negotiations with the Board of County Commissioners and their representatives and attorneys on the proposal of the final agreement on the Big League Dreams Project. Motion seconded by Chip Dobson and motion carried. Discussion was held and Joe Mobley made a motion that CCDA bring an outside attorney in to join Grady Williams in the negotiations of the Big League Dreams Project with a recommendation of a minimum of $20,000 to start. Motion seconded by Greg Clary and motion carried. Joe Mobley made a motion to authorize Greg Clary to find and engage an attorney to assist in the negotiations. Motion seconded by Chip Dobson and motion carried. A discussion was held on how the Big League Dreams Project was initiated; representatives from the BCC brought the Big League Dreams representatives to the CCDA board and presented a proposition. CCDA supported the project and agreed to move forward. Regarding the current status of the BLD, Greg Clary asked the board to have an informal understanding that a request for an extension on the license might be needed. It was agreed that Grady Williams and Greg Clary would be authorized to request an extension if needed. Ken Smallwood clarified for Public Records that he is the landowner and not the developer of the BLD project.

**Economic Sustainability Committee Update:** Virginia Hall reported that the CCDA website has some errors and does not give a true representation of CCDA’s duties and functions. She will be editing the language on the CCDA mission and will forward to Grady Williams to review and will bring before the board for approval. Virginia Hall read from a copy of the **House Bill No. 897, Section 3. Authority, creation, and purpose -** to clarify the purpose of the CCDA board for everyone’s benefit. A recommendation was made to form a sub-committee to look at the opportunities for the board to be more proactive in the community and use the tools that are available to assist the businesses in Clay County. Matt Welch requested the Committee provide a list of the best opportunities for CCDA and furnish those at the next board meeting.

Jerry Agresti, Chair of the Economic Development Council commented that the mission statement for CCDA is the same as the Economic Development Council; the only difference is CCDA is within the Sunshine Law and EDC is not. Discussion was held on CCDA’s investment to EDC and the services provided by EDC. The CCDA and EDC will continue to be partners and be a public body to support Clay County.

**CDFA Development Finance Summit: Debbie Ricks** provided a copy of the Take-Aways from the CDFA Summit and P3 Training she attended last month in Washington, DC. Discussion was held on the P3 project definitions and the overall structure of the P3.

**Miller Street Grant Project: Rev. Randall** provided a copy of a Request for Proposal (RFP) on Grant Writing Administrative Services. It was discussed that the hiring of a Grant Writer in the near future could be an option to identify and apply for grants that would benefit funding for CCDA.

**Treasurer’s Report: Chip Dobson** reviewed and discussed the July financials. Cam DiFrancesco provided a draft copy of theCCDA Budget for FY 2013-2014. Debbie Ricks recommended that an allocation be included in the budget for the BLD Project and BLD Liability Insurance; the board agreed. The adoption of the FY 2013-2014 Budget and the reconciliation of the current 2012-2013 budget to actual was tabled until the next board meeting.

**Economic Development Report: Bill Garrison** provided a copy of the administrative services provided to CCDA by the Economic Development Council. Discussion was held regarding the EDC investment from CCDA for the new fiscal year which will be $50,000. Bill Garrison has applied for two DIGs (Defense Infrastructure Grants) for a total of $1.35 million which will be effective in the October – November timeframe if awarded. A $70 million project was submitted for Clay County through Enterprise Florida that will include 538 employees. The EDC website now has a link to the CCDA website on the home page. The BCC was presented with a request for $25,000 Economic Development investment and is expected to have a final approved on August 27. The EDC Quarterly Luncheon/Meeting will be September 4 at Thrasher Horne with Gray Swoope, Secretary of Commerce President & CEO, Enterprise Florida, Inc. as the keynote speaker and will make an official announcement of a company moving into Clay County with average wages of $75,000.

**Attorney’s Report**: **Grady Williams** reported that the new tenant upstairs (Suite 4) has signed a lease for a term of 24 months and the lease requires ratification. A motion was made by Greg Clary to accept the lease; Debbie Ricks seconded the motion and motion carried.

**Comment from Public:** Ken Willey made public comment.

**Adjourned: 5:38PM**