

**CLAY COUNTY DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
MINUTES
ORANGE PARK, FLORIDA
4:00 pm
October 17, 2012**

Present: Joe Mobley, Greg Clary, Virginia Hall, Rev. Bill Randall, Debbie Ricks, Grady Williams (Counsel/Interim Executive Director), Matt Welch, Jan Conrad

Absent: Chip Dobson, Paz Patel

Staff: Kellie Collins and John Tabor.

Guests: Janice Donaldson and Robert Myers, SBDC

Call to Order: Chairman Mr. Matt Welch called the Clay County Development Authority (“CCDA”) Board meeting to order at 4:05 PM.

Invocation: Reverend Bill Randall.

Presentations

a. SBDC-Janice Donaldson

Ms. Janice Donaldson with SBDC came in and presented a presentation to the board about the benefits of SBDC and how they would be interested in having a full time office in Clay County.

Board of Directors: Grady Williams sworn in Mr. Matt Welch and Ms. Debbie Ricks as the new officers for the Clay County Development Authority.

Approval of Minutes: Virginia Hall moved to approve the minutes of the September 19 meeting. Joe Mobley seconded, and the motion carried unanimously.

Treasurer’s Report: Debbie Ricks and the Finance Committee opened the bids for next year’s audit. They ranked them by price and Magers & Associates came out with the best bid. Joe Mobley made a motion to approve Magers & Associates for the bid, Virginia Hall seconded and the motion carried. Debbie Ricks and the finance committee are moving money over to FirstAtlantic Bank and will move the rest over when checks clear the bank. The committee is asking the board for a budget. We need to go into discussion regarding the budget so we can approve one for the year. Debbie asked where we were in hiring a new Economic Development President. Joe Mobley volunteered to speak on behalf of Choose Clay and let the board know they have a strong lead they are working on and will hopefully have someone in place by November 1st. Matt Welch asked how it would relate to CCDA? Joe said we hope to continue the contribution to Economic Development or (Choose Clay) to fund this operation and ask this board to help bring in new investors, if you know of anyone please bring them in. If we bring in more we could potentially lower our level of investment. As of right now we need to the money

to go forward. He recommends to at least continuing your monthly contribution. Greg Clary said we need to bring together these other entities in the county to invest in Economic Development, for example the town, cities, the utility companies who are making an investment into the county to help relieve the pressure off the CCDA as well as the Chamber. John Tabor said when we do hire this individual they will be going to this board setting an agenda that he or she will be accountable for. Travis Cummings is committed and will be taking responsibility on increasing private funding and working on increasing public funding. Jerry Agresti who is chair of Choose Clay this year is setting a goal for next year to generate an additional \$50,000 in private contributions and we have already targeted on who those companies are going to be. We are asking Stephanie to get the County to step up in contributions. We are in a better position to do this now. We will be going to the utilities company; JEA has already increased their investment, Teeco Gas and a couple more. Joe Mobley said we will be offering Bill Garrison a job for the number two position as Vice President of Economic Development. The board did stress concern on having the two salaries, and Joe said our plan is to have two on this side and two on the Chamber with the shared staff. Matt Welch asked the Finance Committee to put together a budget with the understanding we will continue the loan on a month by month basis. I would like to see some criteria put together when we do hire someone to sit down with the board and discuss his plans. He also asked the BLD Sub-Committee to start thinking about when we might start seeing an income coming in from this project. Chairman is ok with the budget being negative just as long as we have a plan to pull it out. Joe Mobley stated if we do two IRB's a year we are funded, and we ask Grady to continue his education in IRB financing and we hope to hire someone who has experience in IRB financing. Rev. William Randall asked the chairman if the finance committee should look into offering the SBDC program, Matt Welch feels the committee should consider anything and bring it to the board. He did say anything that is put in the budget he going to be looking for a return to balance the budget out. John Tabor did let the board know we had a tenant who is behind on her rent, and we should consider using that office as the SBDC office. Grady asked Joe Mobley if we should have SBDC present to Choose Clay, Joe Mobley agreed. Jan said this program could get funded by the banks because this program is so valuable. Debbie Ricks made a comment about the SBDC program, we have three entities; CCDA, Choose Clay and the Chamber. Who will be funding this, this sounds like a Chamber program for small businesses. Debbie feels we need to make this clear on who handles what. John Tabor said having full time staff will solve those issues.

Attorney's Report:

- a. **1286 Harbor Road:** Grady Williams reported we have sold Harbor Road and have opened the accounts at FirstAtlantic Bank.
- b. **Big League Dreams:** Greg Clary reported that we have had several meetings; we have made some targeted questions and will begin mailing out invites to the Landowners to invite them to present their properties to the board. We do have a resolution that we need the Chairman to sign. Once we select a site we will present to the board and then work on getting a Market Economic study for this site to give us the credibility and economic support for the vision we have for this site. The county has agreed to split the cost up to 50% for this market study, we are projecting it will cost \$20,000 to \$30,000. We are looking forward to meeting with the landowners and selecting a site. Matt Welch asked the Finance committee to put in the

Market study in the budget. Matt Welch made a motion to approve the BLD Resolution, Jan Conrad seconded the motion and the motion carried.

Next Meeting: Wednesday, November 14, 2012 at 4:00 PM.

Adjournment: Meeting adjourned at 5:25 PM