

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

MINUTES

November 16, 2011

Present – CCDA Board: Joe Mobley, Rev. William Randall, Paz Patel, Matt Welch, Jan Conrad, Debbie Ricks, Tom Morris, Grady Williams (Attorney), Virginia Hall, Greg Clary

Absent: Chip Dobson

Staff: John Tabor, Danita Andrews, Leah Zdenek, Jill Sanchez

Guests: Commissioner Travis Cummings, Attorney Sam Garrison, Orange Park Town Manager Cindy Hall

Call to Order: Joe Mobley, Chair of CCDA called the meeting of the Clay County Development Authority (CCDA) at 4:03 p.m.

Invocation: Rev. William Randall

Election of Vice Chair: The recommendation was made for Past Chair, Mr. Matt Welch to serve as Vice Chair of the CCDA and have Rev. William Randall step up to a board position the following year. The motion was made (DR/JC) second and approved.

Minutes: A motion (MW/PP) was made, seconded and carried to approve the September 21, 2011 minutes. A motion (TM/WR) was made, seconded and carried to approve the October 14, 2011 TEFRA Hearing minutes.

Oath: Virginia Hall and Greg Clary were sworn in as new Board Members to the CCDA.

Treasurer's Report: Ms. Ricks provided the report on the current finances. She indicated discussion of the finance committee to review current bank accounts regarding service charges, public deposits, and will look into combining accounts such as one money market account, one operating account and separate cd's. Mr. Welch noted there were numerous accounts originally to be fluid. The motion was made to accept the finance report (MW/TM) seconded and approved. The CCDA agreed to have Magers & Associates to perform the Audit for 2010 and will negotiate without the 3% increase. Ms. Andrews discussed leasing Suite 5 to Mr. John Mahoney, Toco Engineering. To be competitive with space available next door, she proposed \$572 per month which includes utilities. The motion was made to accept the rent proposal (MW/TM) seconded and approved.

Attorney Report: Mr. Williams welcomed the new CCDA board members. He thanked Mr. Patel for assisting with real estate listing proposals. He reported Cushman & Wakefield as the preferred listing company. Ms. Andrews and Mr. Tabor both received inquiries about a potential lease/purchase of the Harbor Road facility and we will request exclusion for this activity in the agreement with Cushman Wakefield to proceed with the exclusive listing. Upon motion duly made and seconded, CCDA staff was authorized to move forward with the exclusive listing agreement with Cushman & Wakefield, making specific exception for known pending inquiries of interest.

ED Report: Ms. Sanchez reviewed the draft CCDA homepage (www.claydevelopmentauthority.com) and asked for feedback on content and layout for enhancements. She noted the approved minutes and meeting

notices will be available on the website. We are in the process of populating the available property data and search online by working with local real estate agents. Additional links will coordinate and connect the CCDA site to enhance economic development information.

Chamber Report: Mr. Tabor presented the findings from the visit to Dallas, TX area to the Big League Dreams (BLD) complex. Commissioner Conkey, Mr. Welch, and Mr. Mansfield joined Mr. Tabor on the trip. Expenses will be reimbursed upon request to Mr. Welch who paid for the trip out of pocket. There are currently 12 of the BLD Athletic complexes across the US. The County has an interest in pursuing a potential 50 acre sports complex and athletic facility that could be a good opportunity for a public/private partnership in Clay County. Mr. Tabor expressed the needs the facility could accommodate for the county while driving multiple revenue sources. The proposal contains a 40 mile radius exclusivity to not compete and he also noted there is an estimated three year time frame until the county will see the profits. Only one BLD facility out of the current twelve was unsuccessful. Mr. Tabor asked to bring representatives to the next CCDA board meeting to give a thorough presentation. Mr. Welch indicated a preference to work out the financials before we bring any one to Clay County and compare the performance of similar areas to Clay County. Start up costs reportedly average \$6 to \$8 million with a 30 year public lease operating agreement.

New Business: Rev. Randall discussed the RFP for a grant writer for Clay County and indicated potential interest for the CCDA. Rev. Randall also asked for the CCDA to consider a major sponsorship for the National Martin Luther King Day in Clay County on January 15-16, 2012. This is a two-day event which includes a job fair and business development. The board asked for additional supporting materials to be able to discuss at the next board meeting.

Public Comments: Mr. Mobley made the CCDA board aware that the Chamber is currently searching for a new President. He noted the CCDA needed to be present and active in the hiring of any new leadership staff. Mr. Mobley proposed that if the Chamber makes any executive decisions without consideration from the CCDA, he recommended withholding CCDA funding as of January 1st. Motion was made (JM/TM) second and discussion took place about the \$8,333.00 monthly contribution to the Chamber. Ms. Conrad relayed we need to see where the Chamber was going before we make any decisions. Mr. Welch agreed that we currently have a clean slate and optimally the two boards need to work together in the hiring process. Mr. Welch proposed tabling the discussion and relayed the merger of the organizations originally took place for economical purposes and to serve as one voice for Clay County. Mr. Mobley indicated a new five (5) person board is being proposed consisting of two (2) County Commission appointees, two (2) CCDA appointees and one Chamber person to make up a new board to oversee Economic Development. Upon motion duly made (MW) and seconded, the matter was tabled for further discussion and consideration at a subsequent meeting. The board also agreed the next CCDA Board meeting would need to be moved up a week to December 14th due to the Holiday season.

Adjournment: The meeting adjourned at 6:02 pm.