CLAY COUNTY DEVELOPMENT AUTHORITY REGULAR SCHEDULED PUBLIC MEETING 1845 TOWN CENTER BLVD, STE 410, FLEMING ISLAND, FLORIDA May 29, 2019

AGENDA

CHAIR VICE-CHAIR TREASURER SECRETARY MARGE HUTTON KEITH WARD BRUCE BUTLER VACANT

1) Welcome/Call to Order 4:00 pm

Marge Hutton, Chair

2) Roll Call

Josh Cockrell

3) Invocation

TBD

4) Comments from the Public

Marge Hutton

5) Secretary's Report

Approval of February 20, 2019 Minutes

Josh Cockrell

6) Treasurer's Report

February, March, and April 2019 Financials

Josh Cockrell

7) Clay EDC Report

JJ Harris

8) Chair's Report

Marge Hutton

9) Executive Director's Report

DIG / DTF Grants Updates FL Base Commanders Meeting Sponsorship Public Funds Deposit RFP Josh Cockrell

10) Attorney's Report

April Scott

11) Old Business/New Business/Board Comments

Marge Hutton

PASS Presentation & Economic Development Loan Request – Don Clark, President

12) Adjournment

Marge Hutton

Dates of Upcoming CCDA Meetings:

June 19, 2019 July 17, 2019 August 21, 2019

September 18, 2019

TIME: 4:00 PM

LOCATION: Clay County Chamber of Commerce

Board Room

1845 Town Center Blvd

STE 410

Fleming Island, FL 32003

NOTE: Items 5 through 11 above, are subject to discussion, consideration, and action by the Board of the Clay County Development Authority.

PUBLIC COMMENTS: Pursuant to F.S. s. 286.0114 (2018) [, and Clay County Development Authority policy], speakers intending to offer public comment must complete a provided speaker's card, turn in the same to the recording secretary for the public meeting, and may address the Board when recognized by the Chair of the meeting with their public comments for a period of not more than three (3) minutes. The Chair of the meeting has the authority and discretion to make special provisions for a group or faction spokesperson. The Chair of the meeting has all requisite authority and discretion to maintain orderly conduct or proper decorum of the public meeting.

CLAY COUNTY DEVELOPMENT AUTHORITY REGULAR SCHEDULED PUBLIC MEETING MINUTES

February 20, 2019

Present: Keith Ward, Russell Buck, Marge Hutton, Tom Morris, Cathy Chambers, Chereese Stewart. Bruce Butler

Excused: Mike Davidson, Amy Pope Well

Staff: Josh Cockrell, April Scott, Counsel

Guests: JJ Harris, Scott Kornegay, Maria Hitt, David Kirkland, Todd Falconer, Mike Granger, Mike Messano, Zach Chalifour

Call to Order: Marge Hutton called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:03 PM.

Invocation: Bruce Butler provided the invocation.

Comments from the Public: None.

Secretary's Report

Approval of January 16, 2019 Minutes: Josh Cockrell presented the minutes. **Keith Ward** made a motion to approve the minutes. Motion was seconded and passed unanimously.

Treasurer's Report

Bruce Butler presented the January 2019 financials to the Board. **Russell Buck** made a motion to accept the Treasurer's report. Motion was seconded and passed unanimously.

The FY 17-18 Audit was presented by Zach Chalifour, CPA, with James Moore CPAs. **Keith Ward** made a motion to accept the FY 17-18 Audit. Motion was seconded and passed unanimously.

Clay EDC Report

JJ Harris provided an overview of Clay EDC activities and projects. He also provided a summary of the real estate activity in Clay. He mentioned that bestbet will be looking to redevelop their Orange Park property once the racetrack is decoupled in 2020. Also, the Orange Park Mall has seen great success over the past year, generating positive economic impacts for the county.

Chair's Report

Keystone Heights Airport Growth & Development – Todd Falconer, Sr. Program Manager for MHD Rockland presented an overview of the company and its projected

growth. MHD Rockland has purchased 5 P-3 aircraft from Australia that will be used to train foreign allied forces. The company is building an addition to a hangar at Keystone Heights Airpark and are planning to develop a facility to house a flight training simulator as well as a 30,000 sqft warehouse to house the company's inventory equipment. The company has approximately 2 years to develop these facilities. ESG Aerosystems will be providing the training. Michael Granger, Chief Operating Officer for ESG Aerosystems provided an overview and history of the company and its partnership with the German Navy.

Maria Hitt, Manager of Keystone Height Airport, and David Kirkland, Chairman of the Keystone Heights Airport Authority presented a video that illustrated the history of the airport, as well as past, present and future economic impacts, and growth plans. Maria stated that the airport will be developing a new FBO terminal building. Scott Kornegay mentioned that a grant has been awarded from DEO to the airpark to improve critical infrastructure. Lodging options are a need for the airpark and surrounding area to house the allied soldiers and other contractors training at the airpark. The airpark is working with Camp Blanding to develop a site to meet the base's training needs. The airpark is interested in identifying funding sources to assist MHD Rockland with their facility needs.

Executive Director's Report

DIG/DTF Grants – Josh Cockrell provided an update on the status of the grants. Both DTF buffer land grants have been closed. The two DIG grants are moving forward. DEO has released an RFP for DIG grant and Josh will be coordinating with Camp Blanding on a submission for it.

Attorney's Report

No report.

Old Business/New Business/ Board Comments

Marge Hutton reminded the Board to be thinking about potential applicants to serve on the Board. **Josh Cockrell** stated that he has spoken to several prospects and they have applied to serve on the board.

Adjourned: 5:27 PM



ACCOUNTANTS' COMPILATION REPORT

To the Board of Directors of Clay County Development Authority Orange Park, FL

Management is responsible for the accompanying government-wide balance sheets of Clay County Development Authority (a governmental organization) as of April 30, 2019 and 2018, and the related statements of revenues and expenses for the one month and seven months then ended which collectively comprise the Authority's financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the management discussion and analysis, the governmental fund financial statements and substantially all the disclosures required by accounting principles generally accepted in the United States of America. If the management discussion and analysis and governmental fund financial statements and omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Accounting principles generally accepted in the United States of America require that budget to actual statements for the one month and seven months ending April 30, 2019 be presented to supplement the financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. This information is the representation of management. This information was subject to our compilation engagement, however, we have not audited or reviewed the required supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such information.

We are not independent with respect to the Clay County Development Authority.

Coleman & Associates Cpa firm

May 8, 2019

GOVERNMENTWIDE BALANCE SHEET

As of April 30, 2019

	TOTAL		
	AS OF APR 30, 2019	AS OF APR 30, 2018 (PY)	
ASSETS			
Current Assets			
Bank Accounts			
100002 First Atlantic Checking - 1484	25,462	51,282	
100007 Investment - Florida Prime - A	159,329	155,468	
100018 First Atlantic Bank MMKT -1493	1,520,081	1,520,526	
Total Bank Accounts	\$1,704,872	\$1,727,276	
Accounts Receivable			
115002 Revenue Receivable	469,959	500	
Total Accounts Receivable	\$469,959	\$500	
Other Current Assets			
1499 Undeposited Funds	0	24,708	
Total Other Current Assets	\$0	\$24,708	
Total Current Assets	\$2,174,831	\$1,752,484	
Fixed Assets			
162901 Buildings and real estate	0	442,328	
162950 Leasehold improvements - Devcom	0	28,842	
166900 Office Equipment	0	58,348	
167900 Accum Depreciation	0	(96,164)	
Total Fixed Assets	\$0	\$433,353	
Other Assets			
175000 Escrow deposit with Tolson	0	6,000	
Total Other Assets	\$0	\$6,000	
TOTAL ASSETS	\$2,174,831	\$2,191,837	
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
200000 Accounts Payable	82	299	
Total Accounts Payable	\$82	\$299	
Other Current Liabilities			
220000 Security Deposits	0	6,000	
Dept of Revenue Payable	0	408	
Total Other Current Liabilities	\$0	\$6,408	
Total Current Liabilities	\$82	\$6,707	
Total Liabilities	\$82	\$6,707	
Equity			
272000 Net Asset Balance	2,212,475	1,716,208	
280000 Invest in Fixed Assets	0	433,353	
320000 Retained Earnings	0	0	
Net Income	(37,725)	35,568	

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	AS OF APR 30, 2019	AS OF APR 30, 2018 (PY)
Total Equity	\$2,174,749	\$2,185,130
TOTAL LIABILITIES AND EQUITY	\$2,174,831	\$2,191,837

STATEMENT OF REVENUES AND EXPENSES April 2019

	TOTAL		
	APR 2019	OCT 2018 - APR 2019 (YTD)	
Income	***************************************		
331000 Grant Revenues	469,959	1,369,959	
369000 Miscellaneous Revenues	2,239	15,882	
Total Income	\$472,198	\$1,385,841	
GROSS PROFIT	\$472,198	\$1,385,841	
Expenses			
512200 Sponsorships		13,000	
513300 Professional Fees	7,900	64,475	
513468 Building Expenses - 1734 Kingsley Ave		3,418	
513510 Office and Operating Expenses	203	2,715	
559000 Grant Expense	469,959	1,339,959	
Total Expenses	\$478,062	\$1,423,567	
NET OPERATING INCOME	\$ (5,864)	\$ (37,725)	
NET INCOME	\$ (5,864)	\$ (37,725)	

STATEMENT OF REVENUES AND EXPENSES

October 2018 - April 2019

		TOTAL	
	OCT 2018 - APR 2019	OCT 2017 - APR 2018 (PY)	CHANGE
Income			
331000 Grant Revenues	1,369,959	188,064	1,181,895
362000 Rents & Royalties		41,970	(41,970)
369000 Miscellaneous Revenues	15,882	75,371	(59,488)
Total Income	\$1,385,841	\$305,405	\$1,080,436
GROSS PROFIT	\$1,385,841	\$305,405	\$1,080,436
Expenses			
512200 Sponsorships	13,000	11,000	2,000
513300 Professional Fees	64,475	60,290	4,185
513440 Insurance		4,180	(4,180)
513468 Building Expenses - 1734 Kingsley Ave	3,418	21,323	(17,906)
513510 Office and Operating Expenses	2,715	3,280	(564)
559000 Grant Expense	1,339,959	169,764	1,170,195
Total Expenses	\$1,423,567	\$269,837	\$1,153,730
NET OPERATING INCOME	\$ (37,725)	\$35,568	\$ (73,294)
NET INCOME	\$ (37,725)	\$35,568	\$ (73,294)

BUDGET VS. ACTUALS: FY 18-19 BUDGET - FY19 P&L April 2019

	TOTAL			
A PA	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
242000 Fund Balance - PY Carryforward		6,575	(6,575)	
331000 Grant Revenues				
330116 DIG 18 Roadway Resurfacing	469,959	0	469,959	
Total 331000 Grant Revenues	469,959	0	469,959	
369000 Miscellaneous Revenues				
361000 Investment Earnings	2,239	2,000	239	112.00 %
Total 369000 Miscellaneous Revenues	2,239	2,000	239	112.00 %
Total Income	\$472,198	\$8,575	\$463,623	5,507.00 %
GROSS PROFIT	\$472,198	\$8,575	\$463,623	5,507.00 %
Expenses				
513300 Professional Fees				
513305 Admin Contract Gilmore Hagan Partners	6,500	6,500	0	100.00 %
513310 Attorney Contract Tolson & Associates	1,000	1,000	0	100.00 %
513321 Accounting Coleman & Associates	400	400	0	100.00 %
513340 Attorney Ancillary Charges		250	(250)	
Total 513300 Professional Fees	7,900	8,150	(250)	97.00 %
513510 Office and Operating Expenses				
513490 Business Meeting		25	(25)	
513494 Dues & Subscriptions		165	(165)	
513512 Office Supplies		20	(20)	
513516 Telephone	164	80	84	205.00 %
513519 Travel		75	(75)	
513520 Conferences	35	0	35	
513521 Advertising & Marketing		60	(60)	
513522 Bank Service Charges	3		3	
Total 513510 Office and Operating Expenses	203	425	(222)	48.00 %
559000 Grant Expense				
559014 DIG 18 Roadway Resurfacing	469,959	0	469,959	
Total 559000 Grant Expense	469,959	0	469,959	
Total Expenses	\$478,062	\$8,575	\$469,487	5,575.00 %
NET OPERATING INCOME	\$ (5,864)	\$0	\$ (5,864)	0%
NET INCOME	\$ (5,864)	\$0	\$ (5,864)	0%

BUDGET VS. ACTUALS: FY 18-19 BUDGET - FY19 P&L

October 2018 - April 2019

		TOTAL		
ENTER STATE AND	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income	And the second s			
242000 Fund Balance - PY Carryforward		(6,515)	6,515	
331000 Grant Revenues				
330110 CON 17-161 Buffer Land Purchase	385,000	385,000	0	100.00 %
330111 CON 17-161 Buffer Land Purchase	15,000	15,000	0	100.00 %
Admin Fee				
330112 DIG# S0086 Force Security Structure		285,000	(285,000)	
330113 DIG# S0086 Force Security Structure		15,000	(15,000)	
Admin Fees				
330114 DTF 18 Buffer Land Purchase	485,000	485,000	0	100.00 %
330115 DTF 18 Buffer Land Purchase Admin	15,000	15,000	0	100.00 %
Fees	400.050	470.000	(44)	400.00.00
330116 DIG 18 Roadway Resurfacing	469,959	470,000	(41)	100.00 %
330117 DIG 18 Roadway Resurface Admin Fees		30,000	(30,000)	
Total 331000 Grant Revenues	1,369,959	1,700,000	(330,041)	81.00 %
369000 Miscellaneous Revenues				
361000 Investment Earnings	15,156	14,000	1,156	108.00 %
369005 Miscellaneous Revenue	726		726	
Total 369000 Miscellaneous Revenues	15,882	14,000	1,882	113.00 %
Total Income	\$1,385,841	\$1,707,485	\$ (321,644)	81.00 %
GROSS PROFIT	\$1,385,841	\$1,707,485	\$ (321,644)	81.00 %
Expenses				
512200 Sponsorships				
512250 Funding to SBDC	2,500	2,500	0	100.00 %
512500 Funding to CEDC	10,000	10,000	0	100.00 %
512600 Clay Day Event Sponsor	500	500	0	100.00 %
Total 512200 Sponsorships	13,000	13,000	0	100.00 %
513300 Professional Fees				
513305 Admin Contract Gilmore Hagan Partners	45,500	45,500	0	100.00 %
513310 Attorney Contract Tolson & Associates	7,000	7,000	0	100.00 %
513320 Auditor Contract James Moore CPAs	8,500	8,500	0	100.00 %
513321 Accounting Coleman & Associates	2,800	2,800	0	100.00 %
513335 Accounting Ancillary Charges	675	500	175	135.00 %
513340 Attorney Ancillary Charges		1,750	(1,750)	
Total 513300 Professional Fees	64,475	66,050	(1,575)	98.00 %
513440 Insurance				
513444 Public Officials Liability		540	(540)	
Total 513440 Insurance		540	(540)	
513468 Building Expenses - 1734 Kingsley Ave				
513477 Property taxes	3,418		3,418	
Total 513468 Building Expenses - 1734 Kingsley	3,418		3,418	
Ave			•	

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
513510 Office and Operating Expenses	***************************************			
513480 Special Promotions/Events Sponsorship	46		46	
513490 Business Meeting	131	175	(44)	75.00 %
513494 Dues & Subscriptions	480	165	315	291.00 %
513512 Office Supplies	31	140	(109)	22.00 %
513516 Telephone	503	560	(57)	90.00 %
513517 Licenses & Fees	175	175	0	100.00 %
513518 Website expenses	120	735	(615)	16.00 %
513519 Travel	855	525	330	163.00 %
513520 Conferences	35	0	35	
513521 Advertising & Marketing	70	420	(350)	17.00 %
513522 Bank Service Charges	53		53	
513523 Post Office Box	2		2	
513524 Recognition	214	0	214	
Total 513510 Office and Operating Expenses	2,715	2,895	(180)	94.00 %
559000 Grant Expense				
559011 CON 17-161 Buffer Land Purchase	385,000	385,000	0	100.00 %
559012 DIG# S0086 Force Security Structure		285,000	(285,000)	
559013 DTF 18 Buffer Land Purchase	485,000	485,000	0	100.00 %
559014 DIG 18 Roadway Resurfacing	469,959	470,000	(41)	100.00 %
Total 559000 Grant Expense	1,339,959	1,625,000	(285,041)	82.00 %
Total Expenses	\$1,423,567	\$1,707,485	\$ (283,918)	83.00 %
NET OPERATING INCOME	\$ (37,725)	\$0	\$ (37,725)	0%
NET INCOME	\$ (37,725)	\$0	\$ (37,725)	0%



ACCOUNTANTS' COMPILATION REPORT

To the Board of Directors of Clay County Development Authority Orange Park, FL

Management is responsible for the accompanying government-wide balance sheets of Clay County Development Authority (a governmental organization) as of February 28, 2019 and 2018, and the related statements of revenues and expenses for the one month and five months then ended which collectively comprise the Authority's financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the management discussion and analysis, the governmental fund financial statements and substantially all the disclosures required by accounting principles generally accepted in the United States of America. If the management discussion and analysis and governmental fund financial statements and omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Accounting principles generally accepted in the United States of America require that budget to actual statements for the one month and five months ending February 28, 2019 be presented to supplement the financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. This information is the representation of management. This information was subject to our compilation engagement, however, we have not audited or reviewed the required supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such information.

We are not independent with respect to the Clay County Development Authority.

Coleman & Associates Cpa firm

March 29, 2019

GOVERNMENTWIDE BALANCE SHEET

As of February 28, 2019

	TOTAL		
	AS OF FEB 28, 2019	AS OF FEB 28, 2018 (PY	
ASSETS			
Current Assets			
Bank Accounts			
100002 First Atlantic Checking - 1484	36,637	333,727	
100007 Investment - Florida Prime - A	158,630	154,982	
100016 Compass Bank Money Market - Pub	0	178,256	
100018 First Atlantic Bank MMKT -1493	1,991,113	1,093,833	
Total Bank Accounts	\$2,186,379	\$1,760,797	
Accounts Receivable			
115002 Revenue Receivable	0	786	
Total Accounts Receivable	\$0	\$786	
Total Current Assets	\$2,186,379	\$1,761,583	
Fixed Assets			
162901 Buildings and real estate	0	442,328	
162950 Leasehold Improvements - Devcom	0	28,842	
166900 Office Equipment	0	58,348	
167900 Accum Depreciation	0	(96,164)	
Total Fixed Assets	\$0	\$433,353	
Other Assets			
175000 Escrow deposit with Tolson	0	6,000	
Total Other Assets	\$0	\$6,000	
TOTAL ASSETS	\$2,186,380	\$2,200,937	
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
200000 Accounts Payable	0	104	
Total Accounts Payable	\$0	\$104	
Other Current Liabilities			
220000 Security Deposits	0	6,000	
Dept of Revenue Payable	0	408	
Total Other Current Liabilities	\$0	\$6,408	
Total Current Liabilities	\$0	\$6,512	
Total Liabilities	\$0	\$6,512	
Equity			
272000 Net Asset Balance	2,212,475	1,716,208	
280000 Invest in Fixed Assets	0	433,353	
	0	0	
320000 Retained Earnings			
320000 Retained Earnings Net Income	(26,095)	44,863	

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	AS OF FEB 28, 2019	AS OF FEB 28, 2018 (PY)
TOTAL LIABILITIES AND EQUITY	\$2,186,380	\$2,200,937

STATEMENT OF REVENUES AND EXPENSES

February 2019

	TOTAL		
	FEB 2019	OCT 2018 - FEB 2019 (YTD)	
Income			
331000 Grant Revenues		900,000	
369000 Miscellaneous Revenues	2,040	11,164	
Total Income	\$2,040	\$911,164	
GROSS PROFIT	\$2,040	\$911,164	
Expenses			
512200 Sponsorships		13,000	
513300 Professional Fees	8,575	48,675	
513468 Building Expenses - 1734 Kingsley Ave		3,418	
513510 Office and Operating Expenses	158	2,167	
559000 Grant Expense		870,000	
Total Expenses	\$8,733	\$937,259	
NET OPERATING INCOME	\$ (6,693)	\$ (26,095)	
NET INCOME	\$ (6,693)	\$ (26,095)	

STATEMENT OF REVENUES AND EXPENSES

October 2018 - February 2019

		TOTAL	
	OCT 2018 - FEB 2019	OCT 2017 - FEB 2018 (PY)	CHANGE
Income			
331000 Grant Revenues	900,000	169,764	730,236
362000 Rents & Royalties		29,970	(29,970)
369000 Miscellaneous Revenues	11,164	73,007	(61,843)
Total Income	\$911,164	\$272,741	\$638,423
GROSS PROFIT	\$911,164	\$272,741	\$638,423
Expenses			
512200 Sponsorships	13,000	6,500	6,500
513300 Professional Fees	48,675	39,820	8,855
513440 Insurance		4,180	(4,180)
513468 Building Expenses - 1734 Kingsley Ave	3,418	4,975	(1,558)
513510 Office and Operating Expenses	2,167	2,639	(472)
559000 Grant Expense	870,000	169,764	700,236
Total Expenses	\$937,259	\$227,878	\$709,381
NET OPERATING INCOME	\$ (26,095)	\$44,863	\$ (70,958)
NET INCOME	\$ (26,095)	\$44,863	\$ (70,958)

BUDGET VS. ACTUALS: FY 18-19 BUDGET - FY19 P&L February 2019

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	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
242000 Fund Balance - PY Carryforward		7,030	(7,030)	
369000 Miscellaneous Revenues				
361000 Investment Earnings	2,040	2,000	40	102.00 %
Total 369000 Miscellaneous Revenues	2,040	2,000	40	102.00 %
Total Income	\$2,040	\$9,030	\$ (6,990)	23.00 %
GROSS PROFIT	\$2,040	\$9,030	\$ (6,990)	23.00 %
Expenses				
512200 Sponsorships				
512600 Clay Day Event Sponsor		500	(500)	
Total 512200 Sponsorships		500	(500)	
513300 Professional Fees				
513305 Admin Contract Gilmore Hagan Partners	6,500	6,500	0	100.00 %
513310 Attorney Contract Tolson & Associates	1,000	1,000	0	100.00 %
513321 Accounting Coleman & Associates	400	400	0	100.00 %
513335 Accounting Ancillary Charges	675	0	675	
513340 Attorney Ancillary Charges		250	(250)	
Total 513300 Professional Fees	8,575	8,150	425	105.00 %
513510 Office and Operating Expenses				
513490 Business Meeting	36	25	11	144.00 %
513512 Office Supplies		20	(20)	
513516 Telephone	82	80	2	103.00 %
513518 Website expenses	120	120	0	100.00 %
513519 Travel	190	75	115	254.00 %
513521 Advertising & Marketing		60	(60)	
513522 Bank Service Charges	(271)		(271)	
Total 513510 Office and Operating Expenses	158	380	(222)	41.00 %
Total Expenses	\$8,733	\$9,030	\$ (297)	97.00 %
NET OPERATING INCOME	\$ (6,693)	\$0	\$ (6,693)	0%
NET INCOME	\$ (6,693)	\$0	\$ (6,693)	0%

BUDGET VS. ACTUALS: FY 18-19 BUDGET - FY19 P&L

October 2018 - February 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
242000 Fund Balance - PY Carryforward		(13,000)	13,000	
331000 Grant Revenues				
330110 CON 17-161 Buffer Land Purchase	385,000	385,000	0	100.00 %
330111 CON 17-161 Buffer Land Purchase Admin Fee	15,000	15,000	0	100.00 %
330114 DTF 18 Buffer Land Purchase	485,000	485,000	0	100.00 %
330115 DTF 18 Buffer Land Purchase Admin Fees	15,000	15,000	0	100.00 %
330116 DIG 18 Roadway Resurfacing		470,000	(470,000)	
330117 DIG 18 Roadway Resurface Admin Fees		30,000	(30,000)	
Total 331000 Grant Revenues	900,000	1,400,000	(500,000)	64.00 %
369000 Miscellaneous Revenues				
361000 Investment Earnings	10,438	10,000	438	104.00 %
369005 Miscellaneous Revenue	726		726	
Total 369000 Miscellaneous Revenues	11,164	10,000	1,164	112.00 %
Total Income	\$911,164	\$1,397,000	\$ (485,836)	65.00 %
GROSS PROFIT	\$911,164	\$1,397,000	\$ (485,836)	65.00 %
Expenses				
512200 Sponsorships				
512250 Funding to SBDC	2,500	2,500	0	100.00 %
512500 Funding to CEDC	10,000	10,000	0	100.00 %
512600 Clay Day Event Sponsor	500	500	0	100.00 %
Total 512200 Sponsorships	13,000	13,000	0	100.00 %
513300 Professional Fees				
513305 Admin Contract Gilmore Hagan Partners	32,500	32,500	0	100.00 %
513310 Attorney Contract Tolson & Associates	5,000	5,000	0	100.00 %
513320 Auditor Contract James Moore CPAs	8,500	0	8,500	
513321 Accounting Coleman & Associates	2,000	2,000	0	100.00 %
513335 Accounting Ancillary Charges	675	500	175	135.00 %
513340 Attorney Ancillary Charges		1,250	(1,250)	
Total 513300 Professional Fees	48,675	41,250	7,425	118.00 %
513440 Insurance				
513444 Public Officials Liability		540	(540)	
Total 513440 Insurance		540	(540)	
513468 Building Expenses - 1734 Kingsley Ave			, ,	
513477 Property taxes	3,418		3,418	
Total 513468 Building Expenses - 1734 Kingsley Ave	3,418		3,418	
513510 Office and Operating Expenses				
513480 Special Promotions/Events Sponsorship	46		46	
513490 Business Meeting	131	125	6	105.00 %

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
513494 Dues & Subscriptions	480	0	480	
513512 Office Supplies	31	100	(69)	31.00 %
513516 Telephone	256	400	(144)	64.00 %
513517 Licenses & Fees	175	175	0	100.00 %
513518 Website expenses	120	735	(615)	16.00 %
513519 Travel	593	375	218	158.00 %
513521 Advertising & Marketing	70	300	(230)	23.00 %
513522 Bank Service Charges	49		49	
513524 Recognition	214	0	214	
Total 513510 Office and Operating Expenses	2,167	2,210	(43)	98.00 %
559000 Grant Expense				
559011 CON 17-161 Buffer Land Purchase	385,000	385,000	0	100.00 %
559013 DTF 18 Buffer Land Purchase	485,000	485,000	0	100.00 %
559014 DIG 18 Roadway Resurfacing		470,000	(470,000)	
Total 559000 Grant Expense	870,000	1,340,000	(470,000)	65.00 %
Total Expenses	\$937,259	\$1,397,000	\$ (459,741)	67.00 %
NET OPERATING INCOME	\$ (26,095)	\$0	\$ (26,095)	0%
NET INCOME	\$ (26,095)	\$0	\$ (26,095)	0%



ACCOUNTANTS' COMPILATION REPORT

To the Board of Directors of Clay County Development Authority Orange Park, FL

Management is responsible for the accompanying government-wide balance sheets of Clay County Development Authority (a governmental organization) as of March 31, 2019 and 2018, and the related statements of revenues and expenses for the one month and six months then ended which collectively comprise the Authority's financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the management discussion and analysis, the governmental fund financial statements and substantially all the disclosures required by accounting principles generally accepted in the United States of America. If the management discussion and analysis and governmental fund financial statements and omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Accounting principles generally accepted in the United States of America require that budget to actual statements for the one month and six months ending March 31, 2019 be presented to supplement the financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. This information is the representation of management. This information was subject to our compilation engagement, however, we have not audited or reviewed the required supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such information.

We are not independent with respect to the Clay County Development Authority.

Coleman & Associates Cpa firm

April 10, 2019

GOVERNMENTWIDE BALANCE SHEET

As of March 31, 2019

	TOTA	TOTAL		
	AS OF MAR 31, 2019	AS OF MAR 31, 2018 (PY		
ASSETS				
Current Assets				
Bank Accounts				
100002 First Atlantic Checking - 1484	28,398	260,847		
100007 Investment - Florida Prime - A	158,988	155,217		
100018 First Atlantic Bank MMKT -1493	1,993,227	1,344,618		
Total Bank Accounts	\$2,180,613	\$1,760,681		
Accounts Receivable				
115002 Revenue Receivable	0	(24)		
Total Accounts Receivable	\$0	\$ (24)		
Total Current Assets	\$2,180,613	\$1,760,657		
Fixed Assets				
162901 Buildings and real estate	0	442,328		
162950 Leasehold Improvements - Devcom	0	28,842		
166900 Office Equipment	0	58,348		
167900 Accum Depreciation	0	(96,164)		
Total Fixed Assets	\$0	\$433,353		
Other Assets				
175000 Escrow deposit with Tolson	0	6,000		
Total Other Assets	\$0	\$6,000		
TOTAL ASSETS	\$2,180,613	\$2,200,010		
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
200000 Accounts Payable	0	4,562		
Total Accounts Payable	\$0	\$4,562		
Other Current Liabilities				
220000 Security Deposits	0	6,000		
Dept of Revenue Payable	0	408		
Total Other Current Liabilities	\$0	\$6,408		
Total Current Liabilities	\$0	\$10,970		
Total Liabilities	\$0	\$10,970		
Equity				
272000 Net Asset Balance	2,212,475	1,716,208		
280000 Invest in Fixed Assets	0	433,353		
320000 Retained Earnings	0	0		
Net Income	(31,862)	39,479		
Total Equity	\$2,180,613	\$2,189,041		
TOTAL LIABILITIES AND EQUITY	\$2,180,613	\$2,200,010		

STATEMENT OF REVENUES AND EXPENSES March 2019

	TOTAL		
	MAR 2019	OCT 2018 - MAR 2019 (YTD)	
Income			
331000 Grant Revenues		900,000	
369000 Miscellaneous Revenues	2,479	13,643	
Total Income	\$2,479	\$913,643	
GROSS PROFIT	\$2,479	\$913,643	
Expenses			
512200 Sponsorships		13,000	
513300 Professional Fees	7,900	56,575	
513468 Building Expenses - 1734 Kingsley Ave		3,418	
513510 Office and Operating Expenses	346	2,513	
559000 Grant Expense		870,000	
Total Expenses	\$8,246	\$945,505	
NET OPERATING INCOME	\$ (5,767)	\$ (31,862)	
NET INCOME	\$ (5,767)	\$ (31,862)	

STATEMENT OF REVENUES AND EXPENSES

October 2018 - March 2019

	TOTAL				
	OCT 2018 - MAR 2019	OCT 2017 - MAR 2018 (PY)	CHANGE		
Income					
331000 Grant Revenues	900,000	169,764	730,236		
362000 Rents & Royalties		35,970	(35,970)		
369000 Miscellaneous Revenues	13,643	74,162	(60,519)		
Total Income	\$913,643	\$279,897	\$633,747		
GROSS PROFIT	\$913,643	\$279,897	\$633,747		
Expenses					
512200 Sponsorships	13,000	6,500	6,500		
513300 Professional Fees	56,575	51,680	4,895		
513440 Insurance		4,180	(4,180)		
513468 Building Expenses - 1734 Kingsley Ave	3,418	5,300	(1,883)		
513510 Office and Operating Expenses	2,513	2,993	(481)		
559000 Grant Expense	870,000	169,764	700,236		
Total Expenses	\$945,505	\$240,417	\$705,088		
NET OPERATING INCOME	\$ (31,862)	\$39,479	\$ (71,341)		
NET INCOME	\$ (31,862)	\$39,479	\$ (71,341)		

BUDGET VS. ACTUALS: FY 18-19 BUDGET - FY19 P&L

March 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
242000 Fund Balance - PY Carryforward		(90)	90	
331000 Grant Revenues				
330112 DIG# S0086 Force Security Structure		285,000	(285,000)	
330113 DIG# S0086 Force Security Structure		15,000	(15,000)	
Admin Fees				
Total 331000 Grant Revenues		300,000	(300,000)	
369000 Miscellaneous Revenues				
361000 Investment Earnings	2,479	2,000	479	124.00 %
Total 369000 Miscellaneous Revenues	2,479	2,000	479	124.00 %
Total Income	\$2,479	\$301,910	\$ (299,431)	1.00 %
GROSS PROFIT	\$2,479	\$301,910	\$ (299,431)	1.00 %
Expenses				
513300 Professional Fees				
513305 Admin Contract Gilmore Hagan Partners	6,500	6,500	0	100.00 %
513310 Attorney Contract Tolson & Associates	1,000	1,000	0	100.00 %
513320 Auditor Contract James Moore CPAs		8,500	(8,500)	
513321 Accounting Coleman & Associates	400	400	0	100.00 %
513340 Attorney Ancillary Charges		250	(250)	
Total 513300 Professional Fees	7,900	16,650	(8,750)	47.00 %
513510 Office and Operating Expenses				
513490 Business Meeting		25	(25)	
513512 Office Supplies		20	(20)	
513516 Telephone	82	80	2	103.00 %
513519 Travel	262	75	187	349.00 %
513521 Advertising & Marketing		60	(60)	
513523 Post Office Box	2		2	
Total 513510 Office and Operating Expenses	346	260	86	133.00 %
559000 Grant Expense				
559012 DIG# S0086 Force Security Structure		285,000	(285,000)	
Total 559000 Grant Expense		285,000	(285,000)	
Total Expenses	\$8,246	\$301,910	\$ (293,664)	3.00 %
NET OPERATING INCOME	\$ (5,767)	\$0	\$ (5,767)	0%
NET INCOME	\$ (5,767)	\$0	\$ (5,767)	0%

BUDGET VS. ACTUALS: FY 18-19 BUDGET - FY19 P&L

October 2018 - March 2019

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income	N-V-1-11			
242000 Fund Balance - PY Carryforward		(13,090)	13,090	
331000 Grant Revenues				
330110 CON 17-161 Buffer Land Purchase	385,000	385,000	0	100.00 %
330111 CON 17-161 Buffer Land Purchase Admin Fee	15,000	15,000	0	100.00 %
330112 DIG# S0086 Force Security Structure		285,000	(285,000)	
330113 DIG# S0086 Force Security Structure Admin Fees		15,000	(15,000)	
330114 DTF 18 Buffer Land Purchase	485,000	485,000	0	100.00 %
330115 DTF 18 Buffer Land Purchase Admin Fees	15,000	15,000	0	100.00 %
330116 DIG 18 Roadway Resurfacing		470,000	(470,000)	
330117 DIG 18 Roadway Resurface Admin Fees		30,000	(30,000)	
Total 331000 Grant Revenues	900,000	1,700,000	(800,000)	53.00 %
369000 Miscellaneous Revenues				
361000 Investment Earnings	12,917	12,000	917	108.00 %
369005 Miscellaneous Revenue	726		726	
Total 369000 Miscellaneous Revenues	13,643	12,000	1,643	114.00 %
Total Income	\$913,643	\$1,698,910	\$ (785,267)	54.00 %
GROSS PROFIT	\$913,643	\$1,698,910	\$ (785,267)	54.00 %
Expenses				
512200 Sponsorships				
512250 Funding to SBDC	2,500	2,500	0	100.00 %
512500 Funding to CEDC	10,000	10,000	0	100.00 %
512600 Clay Day Event Sponsor	500	500	0	100.00 %
Total 512200 Sponsorships	13,000	13,000	0	100.00 %
513300 Professional Fees				
513305 Admin Contract Gilmore Hagan Partners	39,000	39,000	0	100.00 %
513310 Attorney Contract Tolson & Associates	6,000	6,000	0	100.00 %
513320 Auditor Contract James Moore CPAs	8,500	8,500	0	100.00 %
513321 Accounting Coleman & Associates	2,400	2,400	0	100.00 %
513335 Accounting Ancillary Charges	675	500	175	135.00 %
513340 Attorney Ancillary Charges		1,500	(1,500)	
Total 513300 Professional Fees	56,575	57,900	(1,325)	98.00 %
513440 Insurance				
513444 Public Officials Liability		540	(540)	
Total 513440 Insurance		540	(540)	
513468 Building Expenses - 1734 Kingsley Ave				
513477 Property taxes	3,418		3,418	
Total 513468 Building Expenses - 1734 Kingsley Ave	3,418		3,418	

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGE
513510 Office and Operating Expenses	A PARTITION OF THE PROPERTY OF	****		
513480 Special Promotions/Events Sponsorship	46		46	
513490 Business Meeting	131	150	(19)	87.00 %
513494 Dues & Subscriptions	480	0	480	
513512 Office Supplies	31	120	(89)	26.00 9
513516 Telephone	339	480	(141)	71.00 9
513517 Licenses & Fees	175	175	0	100.00 9
513518 Website expenses	120	735	(615)	16.00 9
513519 Travel	855	450	405	190.00
513521 Advertising & Marketing	70	360	(290)	20.00
513522 Bank Service Charges	49		49	
513523 Post Office Box	2		2	
513524 Recognition	214	0	214	
Total 513510 Office and Operating Expenses	2,513	2,470	43	102.00
559000 Grant Expense				
559011 CON 17-161 Buffer Land Purchase	385,000	385,000	0	100.00 9
559012 DIG# S0086 Force Security Structure		285,000	(285,000)	
559013 DTF 18 Buffer Land Purchase	485,000	485,000	0	100.00
559014 DIG 18 Roadway Resurfacing		470,000	(470,000)	
Total 559000 Grant Expense	870,000	1,625,000	(755,000)	54.00
otal Expenses	\$945,505	\$1,698,910	\$ (753,405)	56.00
IET OPERATING INCOME	\$ (31,862)	\$0	\$ (31,862)	09
NET INCOME	\$ (31,862)	\$0	\$ (31,862)	09