

**CLAY COUNTY DEVELOPMENT AUTHORITY
REGULAR SCHEDULED PUBLIC MEETING
ORANGE PARK, FLORIDA
January 17, 2017**

AGENDA

**CHAIR
VICE-CHAIR
TREASURER
SECRETARY**

**REV. BILL RANDALL
RUSSELL BUCK
MATT CARLTON
MARGE HUTTON**

- | | |
|--|--------------------------|
| 1) Welcome/Call to Order 4:00 pm | Rev. Bill Randall |
| 2) Roll Call | Josh Cockrell |
| 3) Invocation | Greg Clary |
| 4) Comments from the Public | Rev. Bill Randall |
| 5) Secretary's Report
Approval of November 16, 2016 Minutes | Marge Hutton |
| 6) Treasurer's Report
November & December 2016 Financials | Matt Carlton |
| 7) Committee Reports
Joint Building Feasibility Committee | Rev. Bill Randall |
| 8) Chair's Report
Community Auto Finance Partnership Program Update | Rev. Bill Randall |
| 9) Executive Director's Report
Report on Grants
Audit Selection Process | Josh Cockrell |
| 10) Attorney's Report | April Scott |
| 11) Economic Development Report | Bill Garrison |
| 12) Old Business/New Business/Board Comments | Rev. Bill Randall |
| 13) Adjournment | Rev. Bill Randall |

Dates of Upcoming CCDA Meetings:

Wednesday, February 15, 2017

Wednesday, March 15, 2017

Wednesday, April 19, 2017

Wednesday, May 17, 2017

Wednesday, June 21, 2017

Wednesday, July 19, 2017

Wednesday, August 16, 2017

Wednesday, September 20, 2017

NOTE: Items 5 through 12, 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 (2013) [, 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**

November 16, 2016

Present: Chip Dobson, William Randall, Russell Buck, Greg Clary, Paz Patel, Cathy Chambers, Marge Hutton, Cheerese Stewart, Matt Carlton

Excused: Mike Davidson

Staff: April Scott, Josh Cockrell, Taylor Mejia

Guests: None

Call to Order: **William Randall** called the Clay County Development Authority ("CCDA") Public Meeting to order at 4:01 PM.

Invocation: **Greg Clary** provided the invocation.

Comments from the Public: None

Secretary's Report

Approval of October 19, 2016 Minutes: **Chip Dobson** made a motion to approve the minutes. Motion was seconded and passed unanimously.

Treasurer's Report

Matt Carlton presented the October 2016 financials to the Board. **Josh Cockrell** stated that the grant reimbursements would be represented in the November report. **Marge Hutton** made a motion to accept the Treasurer's Report. The motion was seconded and passed unanimously.

Committee Reports

IRB, Project, and Organization Finance Committee - Josh Cockrell informed the committee of the IRB prospects he has reached out to since the last meeting, including Clay Behavioral and Haven Hospice. He also followed up with Penney Farms Retirement Community regarding an IRB to help with financing their nursing home beds. He stated that he would share a list of all the non-profit organizations in Clay County with the Board.

Josh Cockrell distributed the Community Auto Finance Partnership Program guidelines to the Board. **William Randall** explained to the Board, the importance and significance of the program to Clay County. The Board had a discussion regarding the length of the pilot program including drafting an MOU with Miller Street Neighborhood Renewal, Inc., reporting requirements, and how Miller Street will promote the program in the community. **William Randall** informed the Board that 5/3 Bank will provide matching funds for the

program. **Greg Clary** made a motion to approve the 1-year pilot program. Motion seconded and passed unanimously.

Chair's Report

December Board Meeting - William Randall stated that the December meeting will be cancelled and the committees and Board will reconvene in January.

Executive Director's Report

Report on Grants - Josh Cockrell gave a brief update to the Board on grant reimbursements and applications. He expressed his concern for the lack of publicity that the CCDA receives for executing grants within Clay County.

Josh Cockrell informed the Board that the new County Commissioners were being sworn in on November 22, 2016. He also informed the Board that there is an interested buyer in the building and that an agreement had been executed with the neighboring business for dumpster use.

The Board discussed creating a committee to explore a colocation space with the Chamber. Paz Patel and Matt Carlton volunteered to be on the committee.

Attorney's Report

No report.

Economic Development Report

In Bill Garrison's absence, **Josh Cockrell** distributed the EDC report to the Board that included the status of EDC projects. He also informed the Board of the upcoming EDC investor reception on December 7, 2016.

Old Business/New Business/ Board Comments

None

Adjourned: 5:13 PM



COLEMAN & ASSOCIATES
Certified Public Accounting Firm

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 November 30, 2016 and 2015, and the related statements of revenues and expenses for the one month and two 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 two months ending November 30, 2016 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

December 14, 2016

Clay County Development Authority

GOVERNMENTWIDE BALANCE SHEET

As of November 30, 2016

	TOTAL	
	AS OF NOV 30, 2016	AS OF NOV 30, 2015 (PY)
ASSETS		
Current Assets		
Bank Accounts		
100002 First Atlantic Checking - 1484	107,738	266,253
100007 Investment - Florida Prime - A	152,477	151,610
100016 Compass Bank Money Market - Pub	176,662	175,428
100018 First Atlantic Bank MMKT -1493	815,235	877,975
100020 Regions - Devcom Funds	230	0
100025 Fifth-Third CD	76,428	76,428
100026 Fifth-Third 2 (CD)	76,428	76,428
Total Bank Accounts	\$1,405,199	\$1,624,123
Accounts Receivable		
115002 Revenue Receivable	390,717	380,000
Total Accounts Receivable	\$390,717	\$380,000
Other Current Assets		
115001 Loan to Clay Co. Chamber of Com	0	39,008
1499 Undeposited Funds	0	1,434
Total Other Current Assets	\$0	\$40,442
Total Current Assets	\$1,795,916	\$2,044,564
Fixed Assets		
162901 Buildings and real estate	442,328	0
162950 Leasehold Improvements - Devcom	28,842	28,842
166900 Office Equipment	58,348	58,348
167900 Accum Depreciation	(87,190)	(87,190)
Total Fixed Assets	\$442,328	\$0
Other Assets		
1160000 Note Receivable - St Johns Coun	0	24,000
162900 Equity Interest - Devcom	0	200,882
Total Other Assets	\$0	\$224,882
TOTAL ASSETS	\$2,238,243	\$2,269,446
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
200000 Accounts Payable	725	0
Total Accounts Payable	\$725	\$0
Other Current Liabilities		
220000 Security Deposits	2,688	2,788
Dept of Revenue Payable	272	168
Total Other Current Liabilities	\$2,960	\$2,956
Total Current Liabilities	\$3,685	\$2,956

	TOTAL	
	AS OF NOV 30, 2016	AS OF NOV 30, 2015 (PY)
Total Liabilities	\$3,685	\$2,956
Equity		
272000 Net Asset Balance	1,858,379	2,113,684
280000 Invest in Fixed Assets	433,212	200,882
320000 Retained Earnings	(42,986)	(22,975)
Net Income	(14,046)	(25,101)
Total Equity	\$2,234,558	\$2,266,490
TOTAL LIABILITIES AND EQUITY	\$2,238,243	\$2,269,446

Clay County Development Authority

STATEMENT OF REVENUES AND EXPENSES

November 2016

	TOTAL	
	NOV 2016	OCT - NOV, 2016 (YTD)
INCOME		
331000 Grant Revenues	390,000	390,000
362000 Rents & Royalties	3,890	7,780
369000 Miscellaneous Revenues	1,797	2,582
Total Income	\$395,687	\$400,362
GROSS PROFIT	\$395,687	\$400,362
EXPENSES		
513300 Professional Fees	7,695	15,050
513440 Insurance		4,429
513468 Building Expenses - 1734 Kingsley Ave	2,040	4,294
513510 Office and Operating Expenses	414	636
559000 Grant Expense	390,000	390,000
Total Expenses	\$400,149	\$414,409
NET OPERATING INCOME	\$ (4,463)	\$ (14,046)
NET INCOME	\$ (4,463)	\$ (14,046)

Clay County Development Authority

STATEMENT OF REVENUES AND EXPENSES

October - November, 2016

	TOTAL		
	OCT - NOV, 2016	OCT - NOV, 2015 (PY)	CHANGE
INCOME			
331000 Grant Revenues	390,000		390,000
362000 Rents & Royalties	7,780	4,802	2,978
369000 Miscellaneous Revenues	2,582	824	1,758
Total Income	\$400,362	\$5,626	\$394,737
GROSS PROFIT	\$400,362	\$5,626	\$394,737
EXPENSES			
512200 Sponsorships		12,500	(12,500)
513300 Professional Fees	15,050	13,610	1,440
513440 Insurance	4,429	873	3,556
513460 Devcom LLP Expense		3,300	(3,300)
513468 Building Expenses - 1734 Kingsley Ave	4,294		4,294
513510 Office and Operating Expenses	636	443	193
559000 Grant Expense	390,000		390,000
Total Expenses	\$414,409	\$30,727	\$383,682
NET OPERATING INCOME	\$ (14,046)	\$ (25,101)	\$11,055
NET INCOME	\$ (14,046)	\$ (25,101)	\$11,055

Clay County Development Authority

BUDGET VS. ACTUALS: CCDA - FY16/17 - LAST MONTH

November 2016

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
242000 Fund Balance - PY Carryforward		6,230	(6,230)	
331000 Grant Revenues				
330106 DTF 16-144 Buffer Land Purchase	390,000	0	390,000	
Total 331000 Grant Revenues	390,000	0	390,000	
362000 Rents & Royalties				
362003 Tocoj Engineering llc	670	670	0	100.00 %
362007 Rent - Tomlinson & Co	670	670	0	100.00 %
362008 Rent-Leland Management	900	900	0	100.00 %
362009 Rent-Clay County Chamber	1,650	1,650	0	100.00 %
Total 362000 Rents & Royalties	3,890	3,890	0	100.00 %
369000 Miscellaneous Revenues	1,097		1,097	
361000 Investment Earnings	643	1,000	(357)	64.00 %
369003 Commissions Earned	7		7	
369008 Interest income - SJCD	50		50	
Total 369000 Miscellaneous Revenues	1,797	1,000	797	180.00 %
Total Income	\$395,687	\$11,120	\$384,567	3,558.00 %
GROSS PROFIT	\$395,687	\$11,120	\$384,567	3,558.00 %
EXPENSES				
513300 Professional Fees				
513305 Administration Contract IGS	5,500	5,500	0	100.00 %
513310 Attorney	1,500	750	750	200.00 %
513320 Auditor	500	0	500	
513321 Accounting	195	0	195	
513340 Attorney Ancillary Charges		300	(300)	
Total 513300 Professional Fees	7,695	6,550	1,145	117.00 %
513468 Building Expenses - 1734 Kingsley Ave	2,040	3,700	(1,660)	55.00 %
513510 Office and Operating Expenses				
513490 Business Meeting		25	(25)	
513514 Misc Office Expense	273	50	223	546.00 %
513516 Telephone	61	60	1	101.00 %
513517 Licenses & Fees		175	(175)	
513518 Website expenses		400	(400)	
513519 Travel		100	(100)	
513521 Advertising & Marketing	69	60	9	115.00 %
513522 Bank Service Charges	12		12	
Total 513510 Office and Operating Expenses	414	870	(456)	48.00 %
559000 Grant Expense				
559008 DTF 16-144 Buffer Land Purchase	390,000	0	390,000	
Total 559000 Grant Expense	390,000	0	390,000	
Total Expenses	\$400,149	\$11,120	\$389,029	3,598.00 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OPERATING INCOME	\$ (4,463)	\$0	\$ (4,463)	0%
NET INCOME	\$ (4,463)	\$0	\$ (4,463)	0%

Clay County Development Authority

BUDGET VS. ACTUALS: CCDA - FY16-17 YTD

October - November, 2016

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
242000 Fund Balance - PY Carryforward		7,990	(7,990)	
331000 Grant Revenues				
330106 DTF 16-144 Buffer Land Purchase	390,000	390,000	0	100.00 %
330107 DTF 16-144 Buffer Land Purchase - Admin Fees		10,000	(10,000)	
Total 331000 Grant Revenues	390,000	400,000	(10,000)	98.00 %
362000 Rents & Royalties				
362003 Toco Engineering llc	1,340	1,340	0	100.00 %
362007 Rent - Tomlinson & Co	1,340	1,340	0	100.00 %
362008 Rent-Leland Management	1,800	1,800	0	100.00 %
362009 Rent-Clay County Chamber	3,300	3,300	0	100.00 %
Total 362000 Rents & Royalties	7,780	7,780	0	100.00 %
369000 Miscellaneous Revenues	1,097		1,097	
361000 Investment Earnings	1,375	2,000	(625)	69.00 %
369002 Interest Income from CCC	52		52	
369003 Commissions Earned	9		9	
369008 Interest income - SJCD	50		50	
Total 369000 Miscellaneous Revenues	2,582	2,000	582	129.00 %
Total Income	\$400,362	\$417,770	\$ (17,408)	96.00 %
GROSS PROFIT	\$400,362	\$417,770	\$ (17,408)	96.00 %
EXPENSES				
512200 Sponsorships				
512250 Funding to SBDC		2,500	(2,500)	
512500 Funding to CEDC		2,500	(2,500)	
Total 512200 Sponsorships		5,000	(5,000)	
513300 Professional Fees				
513305 Administration Contract IGS	11,000	11,000	0	100.00 %
513310 Attorney	2,250	1,500	750	150.00 %
513320 Auditor	500	0	500	
513321 Accounting	900	705	195	128.00 %
513335 Accounting Ancillary Charges	400	500	(100)	80.00 %
513340 Attorney Ancillary Charges		600	(600)	
Total 513300 Professional Fees	15,050	14,305	745	105.00 %
513440 Insurance				
513443 General Liability Coverage	4,429	0	4,429	
Total 513440 Insurance	4,429	0	4,429	
513468 Building Expenses - 1734 Kingsley Ave	4,294	7,400	(3,106)	58.00 %
513510 Office and Operating Expenses				
513490 Business Meeting		50	(50)	
513514 Misc Office Expense	273	100	173	273.00 %
513516 Telephone	121	120	1	101.00 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
513517 Licenses & Fees		175	(175)	
513518 Website expenses	87	400	(313)	22.00 %
513519 Travel		100	(100)	
513521 Advertising & Marketing	143	120	23	119.00 %
513522 Bank Service Charges	12		12	
Total 513510 Office and Operating Expenses	636	1,065	(429)	60.00 %
559000 Grant Expense				
559008 DTF 16-144 Buffer Land Purchase	390,000	390,000	0	100.00 %
Total 559000 Grant Expense	390,000	390,000	0	100.00 %
Total Expenses	\$414,409	\$417,770	\$ (3,361)	99.00 %
NET OPERATING INCOME	\$ (14,046)	\$0	\$ (14,046)	0%
NET INCOME	\$ (14,046)	\$0	\$ (14,046)	0%



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ACCOUNTANTS' COMPILATION REPORT

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

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Accounting principles generally accepted in the United States of America require that budget to actual statements for the one month and three months ending December 31, 2016 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

January 12, 2017

Clay County Development Authority

GOVERNMENTWIDE BALANCE SHEET

As of December 31, 2016

	TOTAL	
	AS OF DEC 31, 2016	AS OF DEC 31, 2015 (PY)
ASSETS		
Current Assets		
Bank Accounts		
100002 First Atlantic Checking - 1484	23,371	265,248
100007 Investment - Florida Prime - A	152,700	151,655
100016 Compass Bank Money Market - Pub	176,766	175,502
100018 First Atlantic Bank MMKT -1493	892,763	878,162
100020 Regions - Devcom Funds	162	0
100025 Fifth-Third CD	76,428	76,428
100026 Fifth-Third 2 (CD)	76,428	76,428
Total Bank Accounts	\$1,398,619	\$1,623,424
Accounts Receivable		
115002 Revenue Receivable	399,176	380,000
Total Accounts Receivable	\$399,176	\$380,000
Other Current Assets		
115001 Loan to Clay Co. Chamber of Com	0	36,056
Total Other Current Assets	\$0	\$36,056
Total Current Assets	\$1,797,795	\$2,039,479
Fixed Assets		
162901 Buildings and real estate	442,328	0
162950 Leasehold Improvements - Devcom	28,842	28,842
166900 Office Equipment	58,348	58,348
167900 Accum Depreciation	(87,190)	(87,190)
Total Fixed Assets	\$442,328	\$0
Other Assets		
116000 Note Receivable - St Johns Coun	0	24,000
162900 Equity Interest - Devcom	0	200,882
Total Other Assets	\$0	\$224,882
TOTAL ASSETS	\$2,240,123	\$2,264,361
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
200000 Accounts Payable	0	205
Total Accounts Payable	\$0	\$205
Other Current Liabilities		
220000 Security Deposits	2,688	2,788
Dept of Revenue Payable	272	168
Total Other Current Liabilities	\$2,960	\$2,956
Total Current Liabilities	\$2,960	\$3,162
Total Liabilities	\$2,960	\$3,162

	TOTAL	
	AS OF DEC 31, 2016	AS OF DEC 31, 2015 (PY)
Equity		
272000 Net Asset Balance	1,858,379	2,113,684
280000 Invest in Fixed Assets	433,212	200,882
320000 Retained Earnings	(42,986)	(22,975)
Net Income	(11,442)	(30,391)
Total Equity	\$2,237,162	\$2,261,200
TOTAL LIABILITIES AND EQUITY	\$2,240,123	\$2,264,361

Clay County Development Authority

STATEMENT OF REVENUES AND EXPENSES

December 2016

	TOTAL	
	DEC 2016	OCT - DEC, 2016 (YTD)
INCOME		
331000 Grant Revenues	9,176	399,176
362000 Rents & Royalties	3,890	11,670
369000 Miscellaneous Revenues	815	3,505
Total Income	\$13,881	\$414,350
GROSS PROFIT	\$13,881	\$414,350
EXPENSES		
512200 Sponsorships	2,500	2,500
513300 Professional Fees	6,250	21,300
513440 Insurance		4,429
513468 Building Expenses - 1734 Kingsley Ave	1,989	6,282
513510 Office and Operating Expenses	635	1,281
559000 Grant Expense		390,000
Total Expenses	\$11,373	\$425,792
NET OPERATING INCOME	\$2,507	\$ (11,442)
NET INCOME	\$2,507	\$ (11,442)

Clay County Development Authority

STATEMENT OF REVENUES AND EXPENSES

October - December, 2016

	TOTAL		
	OCT - DEC, 2016	OCT - DEC, 2015 (PY)	CHANGE
INCOME			
331000 Grant Revenues	399,176		399,176
362000 Rents & Royalties	11,670	7,203	4,467
369000 Miscellaneous Revenues	3,505	1,326	2,179
Total Income	\$414,350	\$8,529	\$405,822
GROSS PROFIT	\$414,350	\$8,529	\$405,822
EXPENSES			
512200 Sponsorships	2,500	12,500	(10,000)
513300 Professional Fees	21,300	19,860	1,440
513440 Insurance	4,429	873	3,556
513460 Devcom LLP Expense		4,950	(4,950)
513468 Building Expenses - 1734 Kingsley Ave	6,282		6,282
513510 Office and Operating Expenses	1,281	737	544
559000 Grant Expense	390,000		390,000
Total Expenses	\$425,792	\$38,920	\$386,872
NET OPERATING INCOME	\$ (11,442)	\$ (30,391)	\$18,949
NET INCOME	\$ (11,442)	\$ (30,391)	\$18,949

Clay County Development Authority

BUDGET VS. ACTUALS: CCDA - FY16/17 - LAST MONTH

December 2016

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
242000 Fund Balance - PY Carryforward		10,655	(10,655)	
331000 Grant Revenues				
330107 DTF 16-144 Buffer Land Purchase - Admin Fees	9,176	0	9,176	
Total 331000 Grant Revenues	9,176	0	9,176	
362000 Rents & Royalties				
362003 Tocoj Engineering llc	670	670	0	100.00 %
362007 Rent - Tomlinson & Co	670	670	0	100.00 %
362008 Rent-Leland Management	900	900	0	100.00 %
362009 Rent-Clay County Chamber	1,650	1,650	0	100.00 %
Total 362000 Rents & Royalties	3,890	3,890	0	100.00 %
369000 Miscellaneous Revenues				
361000 Investment Earnings	808	1,000	(192)	81.00 %
369003 Commissions Earned	7		7	
Total 369000 Miscellaneous Revenues	815	1,000	(185)	81.00 %
Total Income	\$13,881	\$15,545	\$ (1,664)	89.00 %
GROSS PROFIT	\$13,881	\$15,545	\$ (1,664)	89.00 %
EXPENSES				
512200 Sponsorships				
512500 Funding to CEDC	2,500	0	2,500	
Total 512200 Sponsorships	2,500	0	2,500	
513300 Professional Fees				
513305 Administration Contract IGS	5,500	5,500	0	100.00 %
513310 Attorney	750	750	0	100.00 %
513340 Attorney Ancillary Charges		300	(300)	
Total 513300 Professional Fees	6,250	6,550	(300)	95.00 %
513468 Building Expenses - 1734 Kingsley Ave	1,989	3,700	(1,711)	54.00 %
513510 Office and Operating Expenses				
513480 Special Promotions/Events Sponsorship		100	(100)	
513490 Business Meeting		25	(25)	
513494 Dues & Subscriptions	200	0	200	
513512 Office Supplies	26		26	
513514 Misc Office Expense		50	(50)	
513516 Telephone	61	60	1	101.00 %
513518 Website expenses	150	5,000	(4,850)	3.00 %
513519 Travel	19	0	19	
513521 Advertising & Marketing	122	60	62	203.00 %
513522 Bank Service Charges	58		58	
Total 513510 Office and Operating Expenses	635	5,295	(4,660)	12.00 %
Total Expenses	\$11,373	\$15,545	\$ (4,172)	73.00 %
NET OPERATING INCOME	\$2,507	\$0	\$2,507	0%

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET INCOME	\$2,507	\$0	\$2,507	0%

Clay County Development Authority

BUDGET VS. ACTUALS: CCDA - FY16-17 YTD

October - December, 2016

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
242000 Fund Balance - PY Carryforward		18,645	(18,645)	
331000 Grant Revenues				
330106 DTF 16-144 Buffer Land Purchase	390,000	390,000	0	100.00 %
330107 DTF 16-144 Buffer Land Purchase - Admin Fees	9,176	10,000	(824)	92.00 %
Total 331000 Grant Revenues	399,176	400,000	(824)	100.00 %
362000 Rents & Royalties				
362003 Tocol Engineering llc	2,010	2,010	0	100.00 %
362007 Rent - Tomlinson & Co	2,010	2,010	0	100.00 %
362008 Rent-Leland Management	2,700	2,700	0	100.00 %
362009 Rent-Clay County Chamber	4,950	4,950	0	100.00 %
Total 362000 Rents & Royalties	11,670	11,670	0	100.00 %
369000 Miscellaneous Revenues				
361000 Investment Earnings	1,097		1,097	
369002 Interest Income from CCC	2,290	3,000	(710)	76.00 %
369003 Commissions Earned	52		52	
369008 Interest income - SJCD	16		16	
369008 Interest income - SJCD	50		50	
Total 369000 Miscellaneous Revenues	3,505	3,000	505	117.00 %
Total Income	\$414,350	\$433,315	\$ (18,965)	96.00 %
GROSS PROFIT	\$414,350	\$433,315	\$ (18,965)	96.00 %
EXPENSES				
512200 Sponsorships				
512250 Funding to SBDC		2,500	(2,500)	
512500 Funding to CEDC	2,500	2,500	0	100.00 %
Total 512200 Sponsorships	2,500	5,000	(2,500)	50.00 %
513300 Professional Fees				
513305 Administration Contract IGS	16,500	16,500	0	100.00 %
513310 Attorney	3,000	2,250	750	133.00 %
513320 Auditor	500	0	500	
513321 Accounting	900	705	195	128.00 %
513335 Accounting Ancillary Charges	400	500	(100)	80.00 %
513340 Attorney Ancillary Charges		900	(900)	
Total 513300 Professional Fees	21,300	20,855	445	102.00 %
513440 Insurance				
513443 General Liability Coverage	4,429	0	4,429	
Total 513440 Insurance	4,429	0	4,429	
513468 Building Expenses - 1734 Kingsley Ave	6,282	11,100	(4,818)	57.00 %
513510 Office and Operating Expenses				
513480 Special Promotions/Events Sponsorship		100	(100)	
513490 Business Meeting		75	(75)	
513494 Dues & Subscriptions	200	0	200	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
513512 Office Supplies	26		26	
513514 Misc Office Expense	273	150	123	182.00 %
513516 Telephone	182	180	2	101.00 %
513517 Licenses & Fees		175	(175)	
513518 Website expenses	237	5,400	(5,163)	4.00 %
513519 Travel	19	100	(81)	19.00 %
513521 Advertising & Marketing	265	180	85	147.00 %
513522 Bank Service Charges	80		80	
Total 513510 Office and Operating Expenses	1,281	6,360	(5,079)	20.00 %
559000 Grant Expense				
559008 DTF 16-144 Buffer Land Purchase	390,000	390,000	0	100.00 %
Total 559000 Grant Expense	390,000	390,000	0	100.00 %
Total Expenses	\$425,792	\$433,315	\$ (7,523)	98.00 %
NET OPERATING INCOME	\$ (11,442)	\$0	\$ (11,442)	0%
NET INCOME	\$ (11,442)	\$0	\$ (11,442)	0%