

**CLAY COUNTY DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
MINUTES**

**September 17, 2014**

**Present:** Debbie Ricks, Greg Clary, William Randall, Matt Welch, Matt Carlton, Paz Patel, Russell Buck, Chip Dobson, Grady Williams, Counsel, Joe Mobley (via phone)

**Absent:** Virginia Hall

**Guests:** Chauncey Lever, Charlie Sands

**Staff:** Josh Cockrell, Kerri Stewart

**Call to Order:** Chair **Debbie Ricks** called the Clay County Development Authority ("CCDA") Board meeting to order at 4:00 PM.

**Invocation:** Rev. William Randall provided the invocation.

**Approval of August 20, 2014 Minutes**

**Action taken at Committee Meetings:** DEVCOM Committee held. Contribution to DEVCOM will remain unchanged. A reserve study is to be conducted to determine life of building and building assets and amount of money to be maintained in reserves in preparation for any future maintenance.

**Public Comment:** None

**Treasurer's Report:** Rev. Randall reviewed the financial reports for August. Motion to approve the report was accepted unanimously.

**Chair's Report:** Debbie Ricks welcomed Chauncey Lever and Charlie Sands. Josh Cockrell introduced them. Both provided an educational presentation to the Board regarding an overview of how industrial revenue bonds are used as well as the process in issuing them.

**Staff Report:** Josh Cockrell gave an update on the grants that have been issued. CCDA should be getting about \$40,000 in administrative fees from them. He will be meeting with Florida Defense Support Task Force in Tallahassee to present for a grant to help Camp Blanding with the purchase of near the base to prevent development encroachment. If awarded, the Board will receive a maximum of 10% of administrative fees.

Chamber of Commerce has decided to continue payment on their loan to the CCDA as scheduled rather than amending the terms of the promissory note.

Tenant TOCOI has informed the CCDA that they will not be renewing their lease. Staff will be seeking a new tenant for the office space.

Josh visited CoWork Jax and took a tour. He later returned Paz Patel and Bill Garrison to introduce the concept to them. He informed the board that having a similar concept in Clay County would be consistent with the board's mission to promote and support economic development in the county. Josh would like to request that representatives from CoWork Jax present to the Board the concept at the next meeting. **Paz Patel** shared his experience during the tour and suggested that the Board take a further look into this concept.

**Big League Dreams Project Update:** **Greg Clary** introduced a formal motion to the Board to terminate the license agreement with Big League Dreams. Motion seconded and passed unanimously.

**Attorney's Report:** **Grady Williams** will be on standby to draft a lease for a new tenant. He will draft a formal resolution to present in November to adopt the budget. Also, new officer elections will be effective at the end of the September board meeting.

**Economic Development Report:** None

**Old Business:** None

**New Business:** **Chair Ricks** made a motion to adopt the amended 2013-2014 budget. Seconded and passed unanimously. Josh Cockrell reviewed the 2014-2015 budget. **Rev. Randall** made a motion to adopt the 2014-2015 budget with changes. Seconded and passed unanimously.

**Greg Clary** stated that he suspects BLD to come back to the board with repayment terms. Josh Cockrell stated that BLD will be sent a letter from counsel requesting the repayment of funds within 90 days.

**Doug Conkey** presented to the board that the Jaguars will be providing matching funds towards the support of a Small Business Development Center. The Chamber is putting a campaign together to raise the money needed to support a SBDC. Also, the Chamber is looking into conducting a capital campaign to improve the DEVCOM building. **Matt Welch** recommended that any capital campaign to be held off until a reserve study is conducted. **Russell Buck** made a motion that the board sponsors the SBDC at \$10,000 for 3 years. Seconded and passed unanimously.

**Chair Ricks** shared with the Board the nominations for elected officers for the 2014-2015 year. Chip Dobson, Chair; Rev. Randall, Vice-Chair; Matt Carlton,

Treasurer; Virginia Hall, Secretary. **Russell Buck** made a motion to elect the nominees. Seconded and passed unanimously. Officers will take office beginning October 1, 2014.

Josh Cockrell recognized Chair Ricks for her service as Chair for the 2013-2014 year. Also, Matt Welch was recognized for his service as Chair for the 2012-2013 year.

The next CCDA Board meeting will be on November 12, 2014.

**Adjourned: 5:42P.M.**

**DATES OF UPCOMING CCDA MEETINGS:**

**November 12, 2014 at 3:00pm (NOTE: Meeting starts an hour early)**

**January 21, 2015 at 4:00pm**

**March 18, 2015 at 4:00pm**

**May 20, 2015 at 4:00pm**

**July 15, 2015 at 4:00pm**

**September 16, 2015 at 4:00pm**