**CLAY COUNTY DEVELOPMENT AUTHORITY**

**BOARD OF DIRECTORS MEETING**

**MINUTES**

**ORANGE PARK, FLORIDA**

**3:00 pm**

## **December 12, 2012**

**Present**: Matt Welch, Greg Clary, Rev. Bill Randall, Debbie Ricks, Grady Williams (Counsel/Interim Executive Director), Chip Dobson, Tom Morris, Virginia Hall, Joe Mobley

**Absent:** Paz Patel, Jan Conrad

**Staff:** Kellie Collins, John Tabor, Bill Garrison

**Guests:** Holly Parrish, Doug Conkey, Pete Geiger

**Call to Order:** Chairman Matt Welch called the Clay County Development Authority (“CCDA”) Board meeting to order at 3:00 PM.

**Invocation:** Reverend Bill Randall.

**Approval of Minutes:** Virginia Hall moved to approve the minutes of the November 14th meeting. Debbie Ricks seconded, and the motion carried unanimously.

**Treasurer’s Report:** Debbie Ricks reported that the Finance Committee did not meet today. We still do not have an approved budget. The Finance Committee had made a request to Coleman & Associates to make a recommendation to the Board on how much to keep in our operating account, and they made a recommendation to keep $60,000 to $75,000 in the checking account. This is approximately the funding required to pay for three months of expenditures. That level of funding was accepted WITHOUT OBJECTION, and staff was directed to take care of that. We need to work on sustainability, Grady Williams was asked by the Chair to look for additional income. Grady will present a report on some ideas for sustainability at our next Board meeting. The Finance Committee has approved Magers & Associates to proceed with the audit. Kellie Collins also stated that we cannot close the Wells Fargo account, the money from our Brownfield’s Grants are going directly into our account and in order to change the account it takes months for the state to approve the new bank information. John Tabor mentioned the receivable for the Defense Grant from Enterprise Florida has been received. We do have another set of expenditures about $24,000 that are due to SRI for the completion of the Targeted Industry Study, also some website development. With your approval we would like to do is hold on to that money and use it to spend on these additional expenditures on the grant. We will send in the final report to EFI by January 10th and we will get that reimbursement from the last report and the money will come back, which is a $21,000 receivable, as you recall that money was fronted to the Chamber for cash flow reasons. Greg Clary asked when should we receive that money and John Tabor said it would be when Enterprise Florida sends us the money, they were late sending us this last payment, the reports were in on time. Matt Welch wanted to make sure everyone was clear on what he has asked Grady Williams to do. He has asked him to research other avenues of income, since we have none and since that is out of his normal scope of work he has agreed to bill this group on his hours. Matt has also asked to add a line item to the agenda is potential income items. He feels this group should be more focused on bringing in income. As to the budget, Matt is not willing to continue the amount we are paying to the Chamber. He would like to accept the budget the way it is and with the amendment of dropping the $8,333 monthly funding to recommend paying $3,333.00 per month, which represents $40,000 a year. This is what he would recommend for the budget but this is open for discussion. The Board discussed the budget and the monthly payments to the Chamber and agreed to have conversations with Choose Clay and have a sunset period be set for the Chamber and have a set date of when the funds should be cut. The Board needs to be more vocal amongst ourselves and setting our own goals. Virginia Hall stated our biggest goal is to serve as a public development finance bonding facility to help economic development for companies coming in or existing companies who are looking to expand. We need to be more specific in this role and set out some statements of our visions and goals and make it clear, she feels it is not defined clearly anywhere. The board should have a sunset period in the future as to the current level of Chamber financial support. Virginia Hall made a suggestion to have a committee from this Board to discuss our vision and goals so everyone is clear on what direction we are moving in. This group needs a direction and they need to decide what they want from the Chamber and come to an agreement on what that is going to be and let get really good at selling IRBs. Matt Welch asked Virginia Hall who she would like to sit on the committee with her. Virginia Hall will email Grady Williams her suggestions. Virginia Hall made a motion to approve the budget as is, Debbie Ricks seconded and the motion carried unanimously.

**Attorney’s Report:**

1. **IStart Jax:** Grady Williams asked the Board to review the iStart Jax packet and website. He will present a report to the Board at the next Board meeting the Chair has asked him to complete.
2. **Big League Dreams:** BLD Committee Chair Greg Clary reported that the committee had a great meeting and voted to select the Brandon Field Road site for our BLD adventure and would like to recommend that to the Board today. It is a 35 acre site, it is strategically located just north of the new St. Vincent’s facility, and it is next to the service road adjacent to the outer beltway. The developer of the site has offered to provide a taxing district that would allow financing that would go right back to the county quickly to support financing in developing the site. They made a great presentation in regards to existing transportation that is in construction. The site is vacant and has over 858 acres total and their master plan is to utilize this amenity to grow the site and generate more revenue in jobs; they have already designated 10 acres to the first hotel site and would like to see a potential water park. The committee did review several sites from Reynolds Park and the county sites that already existed. This site is best for what we are looking for. The site is approximately over a million dollars and they are willing to donate this site for this purpose. The CCDA will own the site, facility and will be the owners of the operation. The next step would be to contact the owner and begin putting together the deal for the donation of the land. We also will be choosing a consultant to conduct an economic impact study for this site to support our decision and our visions for this project. Greg moved to consider the Brandon Field road site as the site that we will go forward with to focus on our Big League Dreams facility. Virginia Hall wanted to add to his comments in that we appreciate everyone for submitting the sites and all their hard work. Ted McGowan, Ken Smallwood, Jim Horne, and the county. The presentations were great and she appreciates their willingness in helping us facility this project for Clay County. The committee will send each party a letter thanking them for their efforts. Tom Morris seconded the motion and the motion carried. Debbie Ricks asked if Big League Dreams has reviewed each site; they have and the Brandon Field road site was there number one choice. Matt Welch did say that one thing that differs from their other sites is that in Florida we will require to have a retention pond and that may cause a little bit of an issue. Moving forward, funding will be a lot more, we are looking at more than $25 million to build a full park. We will be looking at funding and what how many fields we can have to hold bigger tournaments and so forth. Virginia Hall wants to recognize Mr.Greg Clary for his leadership on the sub-committee and she thanked him. Rev. Randall asked the Chair about the future for the area. Would we be able to provide loans and bonds to the small businesses who want to be in the same area as the facility? Grady Williams will be looking at micro-lending and to see rather or not if we can do that or not. There is a long ways to go and if the economic impact study comes back saying it is not feasible then we will not do it.
3. **Economic Development Report:** John Tabor wanted to say this is his last official meeting as Interim Chamber President. The Chamber is presenting a proposal to the Chamber Board tomorrow for the new Chamber President and thanks you and has enjoyed working with all of you. Bill Garrison said he will relay the message to the Choose Clay Board tomorrow and wanted to let everyone know that things are moving well, he is working bringing in existing investors as well as new investors.
4. **Old Business/New Business:** Joe Mobley said we are almost there, as to recruitment of our new top level economic development director. Everything is moving along, we are working with the county and are responding to Enterprise Florida projects.

**Next Meeting:** Wednesday, January 16 at 4:00 PM at the Clay County Development Authority Building; Big League Dreams sub-committee will be meeting at 2:00 p.m. to interview the two potential consultants for the economic impact study.

**Adjournment:** Meeting adjourned at 4:00 PM