**CLAY COUNTY DEVELOPMENT AUTHORITY**

**BOARD OF DIRECTORS MEETING**

**MINUTES**

**ORANGE PARK, FLORIDA**

**4:00 pm**

## **February 20, 2013**

**Present**: Debbie Ricks, Greg Clary, Grady Williams (Counsel/Interim Executive Director),

Chip Dobson, Tom Morris, Rev. Randall

**Absent:** Paz Patel, Matt Welch, Virginia Hall, Joe Mobley, Jan Conrad

**Staff:** Kellie Collins, Bill Garrison, Doug Conkey

**Guest:** Holly Parrish, Ken Smallwood, Tim Coleman, Shannon Eller, Esq. James Catlett, James Gilmore

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

**Invocation:** Rev. Randall

**Approval of Minutes:** Tom Morris moved to approve the minutes of the January 16th meeting. Chip Dobson seconded, and the motion carried unanimously.

**Treasurer’s Report:** Chip Dobson reviewed last month’s finance report and asked Tim Coleman, to answer any questions the board had on the reports. The audit for the last fiscal year is still going on. He is continuing to move money over to the FirstAtlantic as soon as the Brownfield grant is finished. There is a receivable owed to the Development Authority that should be paid soon by the Brownfield grant. There is a promissory note owed to the Development Authority from St. Johns Country Day School. Grady and staff will be working with them. Magers & Associates will update the property and fixed assets line items as soon as they finish the audit. We do have a new tenant effective March 1st, and have already received first and last month’s rent. The board accepted the finance report and it will be filed for audit.

**Big League Dreams:** Greg Clary reported to the board that the committee selected a 35 acre site from Mr. Ken Smallwood for BLD’s project and we also selected IGS to do our Economic Impact Study. Today, Shannon with IGS will give us an update on the study. As we are moving forward and studying the site we are really looking at the Economic return on that investment in that area, we are investing in the area around the ball park; BLD will have about 80 employees and give an x amount of dollars in profit to give back to the county. Our return on our investment will be the businesses investing around the area. Greg Clary passed out copies of the property and the 752 acres around the proposed site. Mr. Ken Smallwood is here to propose a new 35 net acre uplands site, which is not fronted by Brandon Field Road. If you were to choose the first proposed site you would not be able to see the development behind the park. Tom Morris asked Mr. Smallwood how far back this is from the previous site; Mr. Smallwood commented that is about a half a mile back. The board discussed details on the new site and the development around the park. Grady Williams recommended to the board to wait till the next meeting to vote on the new proposed site for the BLD project. Greg Clary asked the 5 board members how they felt and they all agreed to the new site. Debbie Ricks asked Greg Clary to go ahead and start on the letter of intent and have everything ready for the next board meeting, she recommend to send it out prior to the board meeting so we can move forward and vote on the new proposed site for the BLD project.

**Presentation:** Shannon Eller, Esq. (Infinity Global Solutions, LLC)

Shannon Eller, Esq. with Infinity Global Solutions came in to give an update on the Economic Impact study they are performing for the BLD project. She explained to the board how the study is generated and reviewed the survey and made some initial updates to the survey before sending it out to the general public.

**Attorney’s Report:** Grady Williams thanked Rev. Randall for awarding the Clay County Development Authority with the Drum Major Award for its community effort at this year’s Martin Luther King Jr. banquet. Grady Williams reported he is looking into bonds and micro lending, to generate income. We are looking into housing the SBDC here at the Devcom building. Grady has confirmed with John Mahoney with Tocoi Engineering in Suite 3 that he plans on staying till the end of the year, the office space he is currently renting is approximately 715sqft. We also have a smaller office upstairs that is approximately 400sqft, that is vacant which could possibly work as well. He feels that if we can get the banks to fund this program, the Development Authority could look into donating the office space for the SBDC center.

1. **Economic Sustainability:** The Economic Sustainability Committee meeting was cancelled for today.
2. **Economic Development Report:** Bill Garrison reported that he did speak to FirstAtlantic Bank to see if they would be interested in micro-lending and unfortunately they are not interested. Bill met with Jan Conrad, to discuss the full-time SBDC office in Clay County. In order to have the full-time SBDC office here in Clay County, they would need 10 banks to invest $3500 each to accommodate the $90,000 program. VyStar has indicated that they are very interested in the program. Bill briefly went over current projects he is tracking. He informed the board that the new Economic Development council has finalized their name and new logo. They are focusing on Investors, Bill and Jerry met with Wells Fargo and has asked them to come in at a $35,000 level, and he feels very positive about the meeting. Bill also felt very positive about the Economic Development Luncheon that took place today and has already received 3 emails from potential investors. Board members complemented Bill on his performance at the luncheon.

**Remarks from the Chairman:** Debbie Ricks asked the board to look into a financial investment into the SBDC program. We are the only surrounding county that does not house a full-time SBDC program. She asked if we could discuss certain statistics on the program and how we could help, we have great business leaders who sit on this board who could be great mentors. She asked if we could have this placed on the next board meeting agenda.

**Next Meeting:** Wednesday, February 20, 2103, at 4:00 PM, at the Clay County Development Authority Building; Economic Sustainability Committee will be meeting at 2:30 p.m. on the same date.

**Adjournment:** Meeting adjourned at 5:00 PM