

COLUMBIA COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

162 S. Marion Avenue, Lake City, Florida 32025

Phone 386/752-3690 Fax 755-7744

Minutes of the IDA Board of Directors meeting held at Lake Shore Hospital Authority. The meeting was held on October 7, 2009 at 8:30 a.m. and Chair Donna Brown was presiding. A quorum was present.

Directors present: Donna Brown, Carlton Jones, Suzanne Norris, Gus Rentz, Jeff Simmons, Marc Vann

Directors absent: Mike Millikin

Staff present: Jim Poole, Gina Reynolds

Visitors present: Marlin Feagle, Columbia County Attorney; Tony Britt, Lake City Reporter; Craig Womer

Public comment: Notice was read into the record by Chair, Donna Brown. “The Columbia County IDA will hear any citizen who wishes to address the Board, on a one time basis, pertaining to a relevant topic. If the Board wishes to hear more about the topic, that topic will be scheduled for a future Board meeting. Each speaker is limited to three minutes and the time dedicated to this topic will not exceed twenty minutes.”

Mr. Craig Womer referenced an email about the budget he sent to the IDA Board members previous to the meeting. Mr. Womer also stated the Economic Development website still has a link to the Chamber, which contains erroneous information. He made the suggestion to purge the Economic Development page or the information needs to be updated.

Approval of minutes: Motion by Marc Vann **Second** by Gus Rentz to accept the minutes of the IDA Board meeting held on September 2, 2009. **Motion carried unanimously.** The IDA Board amended the minutes of the September 28th, 2009 Board meeting.

The original motion stated:

Motion by Carlton Jones **Second** by Jeff Simmons to exercise the contract with Cherokee Brick. **Motion carried unanimously.** The IDA currently has ownership of the property. No incentives are being offered, cash transaction.

The amended motion states:

IDA will exercise the contract with Cherokee Brick. The IDA currently has ownership of the property. No incentives are being offered, cash transaction. While it is believed the IDA has sovereign immunity, that issue will be researched (with assistance of county attorney) and reported back to the IDA. **Motion** by Carlton Jones **Second** by Marc Vann to accept the minutes of the IDA Board meeting held on September 28, 2009 with amended changes. **Motion carried unanimously.**

Acceptance of financial report: Motion by Suzanne Norris **Second** by Jeff Simmons to accept the financial report for the month ending September 30, 2009. **Motion carried unanimously.** Donna Brown reconfirmed to the Board the legal level of budget control is at the entity level. The only time the IDA budget could be over spent is if the entire budget was overspent.

Review of Sunshine Law: Columbia County Attorney, Marlin Feagle

Mr. Feagle gave a brief overview and answered questions of the IDA Board relating to the Sunshine Law.

New Office Items: Motion by Suzanne Norris **Second** by Marc Vann to empower staff to have expenditures up to \$500. Suzanne Norris will review the contract for the copier. Any contracts entered by the IDA will be sent to counsel to review and the IDA Board for final approval. **Motion carried unanimously.** A copy of the proposals for the copiers are attached.

Executive Director's Report: Jim Poole

- Telephones for the IDA are being installed and the IDA phone lines are being transferred from the Chamber. The IDA's phone number will remain the same; 758-1033 and 758-1034.
- Disconnecting the Chamber web link on the IDA web page. Once IDA website is up and running, would like to have link to each other's websites.

- Project Green Vision- Possible visit to Lee County, FL to see a similar facility. Will be meeting with Bill Lycan, the Solid Waste Director, and Brian Kepner, the County Planner, about the project.
- Project Lift – Provided information to company for possible location.
- Brick Company – Donna Brown will be signing contract today. Will employ 5 people and will generate truck traffic.
- Go to Market Columbia County – Posting session notes on IDA website. Next meeting is October 20th. Next meeting will focus on looking at other competitive communities.
- Inland Port – Working with Plum Creek and the Forestry Service to address access of property to further develop the Inland Port. Working on a date to have a representative from FDOT explain how FDOT will be involved.
- Attended the last face to face meeting of the FDOT SIS Leadership Committee. Gina Reynolds went to the SIS Leadership Committee on Thursday. Jim was able to attend the meeting late afternoon Thursday and on Friday.
- Made a presentation to Seniors United about Economic Development in the community.
- Regional Planning Council – Jim is Enterprise Florida’s designee. The Regional Planning Council assembles the Community Economic Development Strategic plan. Last year the IDA included utilities in Ellisville into the plan. Federal agencies verify projects requesting funding are in the CEDS plan before approving funding. The County recently received \$1.8 million for Ellisville utilities.
- Discussed role of each board and committee Jim Poole and Gina Reynolds are involved in and the role of each board and committee as it relates to the IDA.
- Invoice to Fairfield Index was paid. The balance of \$25,000 will be paid in 2009-2010 fiscal year.
- Registered www.ccfliida.com, www.ccfliida.net, www.ccfliida.org as official website.
- Will contact DOT to request IDA informational sign.
- Enterprise Florida will be at IDA office on October 9th to meet with IDA staff and Vice Chair, Suzanne Norris will attend.
- Jim Poole will participate in a webcast about rural issues.

Old Business:

- The IDA Board discussed and commented the IDA staff has handled the transition well. The Lake City Reporter and www.lakecityjournal.com has provided great coverage as well.
- The IDA Board and County Commission workshop will be held on Oct. 29th at 9:00 at the Lake Shore Hospital Authority upstairs in the meeting room.
- County Manager, Dale Williams will meet with Jim Poole and Gina Reynolds to review and make recommendations for policies and procedures of the IDA. Vice Chair, Suzanne Norris or another IDA Board will attend the meeting.
- Discussion about possible amendment to the by-laws. May need to be amended to say a Board Member continues to serve until their replacement is named and approved.

New Business:

The IDA Board would like to have the State Statute and any County ordinance relating to the IDA included in the Board notebooks IDA staff is assembling. The IDA Board discussed the Rudder Team becoming a subcommittee of the IDA.

Motion by Jeff Simmons **Second** by Marc Vann to designate areas of responsibility for IDA Board members. These areas would include HR/Staff Policy, Transparency/Public Information, Assets/Strategic Plan, Infrastructure, and Promotional/Advertising. Will consider other areas as necessary. **Motion carried unanimously.**

Next Meeting – 8:30 a.m., November 4, 2009 at the Lake Shore Hospital Authority

Meeting adjourned.

Minutes prepared by:

Gina Reynolds, Secretary