

## COLUMBIA COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

162 S. Marion Avenue, Lake City, Florida 32025

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Minutes of a Special Meeting of the IDA Board of Directors held at Lake Shore Hospital Authority. The meeting was held on September 28, 2009 at 3:00 p.m. and Chair Donna Brown was presiding. A quorum was present.

**Directors present:** Donna Brown, Carlton Jones, Suzanne Norris, Jeff Simmons, Marc Vann.

**Directors absent:** Gus Rentz, Mike Millikin

**Staff present:** Jim Poole, Gina Reynolds

**Visitors present:** Karl Burkhardt, lakecityjournal.com

**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.” **No public comment.**

### Acquisition of Office Space:

- Mr. Simmons and Mr. Vann, separately, reviewed proposals for office space. Mr. Simmons and Mr. Vann recommended office space available in the Bank of America bldg, Suite 103. The office space is 1,025 square feet with access to a conference room. The rent, including utilities, is \$14,350 per year.

**Motion** by Suzanne Norris **Second** by Jeff Simmons to accept the recommendations for proposed office space at the Bank of America bldg totaling \$14,350 per year. **Motion carried unanimously.**

### Other Business:

- Marlin Feagle will be in attendance at the October 7<sup>th</sup> IDA Board meeting to provide an overview of the Sunshine Law.
- Gina Reynolds extended invitation from Frank Ryll with FACP to present IDA Board with presentation on Florida’s Key Economic Drivers.
- IDA Board would like to request a workshop with the Board of County Commissioners. Would like to have first one as soon as possible and the second on in December.
- IDA Board discussed restructuring agenda for Board meetings and having Board notebooks.
- IDA Board discussed that a budget amendment will need to be made after operating and occupancy cost are known. May need to use funds in funds balance. As soon as the lease is signed and costs are estimated the budget will be amended.

**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.

**Motion** by Suzanne Norris **Second** by Marc Vann to hire Todd Manning to set up computer network and server during the transition at a rate of \$75 per hour not to exceed 15 hours. **Motion carried unanimously.**

**Motion** by Suzanne Norris **Second** by Jeff Simmons to approve Jim Poole’s attendance at the FDOT Strategic Intermodal System Leadership Committee in Tallahassee on October 1<sup>st</sup> and 2<sup>nd</sup>. **Motion carried unanimously.**

**Motion** by Jeff Simmons **Second** by Suzanne Norris to approve Gina Reynolds’ to stay involved with and attend the Florida Chamber/Florida Chamber Foundation/FACP conference on Oct. 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup>. Jim Poole to attend the conference on Oct. 14<sup>th</sup> for Newt Gingrich’s presentation and participation in a regional meeting representing the NFEDP. **Motion carried unanimously.**

**Motion** by Marc Vann **Second** by Jeff Simmons to acquire Comcast service. **Motion carried unanimously.**

**Motion** by Jeff Simmons **Second** by Carlton Jones to acquire a domain name for the IDA. **Motion carried unanimously.**

**Motion** by Carlton Jones **Second** by Suzanne Norris for the IDA to join FACP with an investment of \$124 per year. **Motion carried unanimously.**

**Next Meeting** – 8:30 a.m., October 7, 2009 at the Lake Shore Hospital Authority

**Meeting adjourned.**

**Minutes prepared by:** \_\_\_\_\_  
**Gina Reynolds, Secretary**