

**MINUTES OF MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY
OF ST. JOHNS COUNTY
August 12, 2019, 3:00 PM
at
500 San Sebastian View, St. Augustine FL**

Members Present: Joseph Rowell, Vivian Helwig, Henry Green, Geoffrey Litchney and Thomas Skinner

Members Absent: None

Guests Present: See attached sign in sheet.

Mr. Green brings the meeting to order at 3:00PM.

Mr. Green asks for roll call.

All members present.

Mr. Green asks for public comment.

No public comment.

Mr. Green moves meeting to additions and deletions.

No additions or deletions.

Mr. Green moves to approval of minutes for the June 3, 2019 and June 10, 2019 meeting of the Authority

Motion Mr. Rowell, second Mr. Skinner to approve the minutes of the June 3, 2019 and June 10, 2019 meetings of the Authority as presented.

Vote unanimous.

Mr. Green moves to treasurer's report.

Mr. O'Connell presents the financial statements for the Authority as of July 31, 2019 and two checks in the amounts of \$433.00 and \$425.00 payable to W. H. O'Connell & Associates PA for accounting services. Mr. O'Connell reviews the statements with the members. Mr. O'Connell presents drafts of the amended budget for the Authority 2018-2019 fiscal year and a draft of a proposed budget for the 2019-2020 fiscal year.

Discussion.

Mr. Green moves to regular business items.

Mr. Dobson gives update on the St. Johns Welfare Federation.

Discussion.

Mr. Dobson states the buyer has asked for a two-week extension and the Minnesota court did approve the amended documents.

Mr. Green moves to IDA member vacancy recommendation to the BBC.

Mr. Skinner states he will leave the room for the conversation. Mr. Skinner exits at 3:14PM

Mr. Green asks for member comment.
Discussion.

Motion Mr. Green, second Mr. Rowell to recommend Mr. Skinner to the BBC for the upcoming vacancy,

Vote Mr. Rowell Yes, Mr. Green Yes, Mr. Litchney Yes, Mr. Helwig Yes. Mr. Skinner was not present for this discussion and subsequent vote

Mr. Green states we have additional candidates for discussion.

Mr. Skinner reenters the meeting at 3:18PM

Motion Mr. Rowell, second Mr. Skinner to endorse Melissa Eckart to the BBC for Mr. Green's vacant seat.

Vote unanimous.

Mr. Green moves to IDA service providers in cohort with procurement process developed.

Mr. Helwig discusses his opinion on liability with regards the Bayview process with Mr. O'Connell and Mr. Dobson as legal counsel and financial advisor to the Authority.

Discussion on liability and procedure with bond issues in general and the St. Johns Welfare Federation.

Mr. Green moves to recognition for former Authority member Mr. Peter Apol.

Discussion.

Motion Mr. Rowell, second Mr. Skinner to have a plaque dedicated to Mr. Apol cost not to exceed \$100.00 for Mr. Perter Apol.

Vote unanimous.

Mr. Green moves to reports.

Ms. Everett, St. Johns County Chamber, states the chamber has moved to a new location. She continues by stating the new address and reviews current and future chamber events.

Mr. Skinner suggests that the Authority look at revisiting the application process for bond issues and redo the handout presented "Revenue Bond Financing".

Discussion.

Mr. Rowell mentions the current county budget surplus and says it's a good indicator of economic development locally.

Discussion on ideas for the County in general and the IDA.

Mr. Green states the next meeting is September 9, 2019 at 3PM.

Motion Mr. Skinner, second Mr. Rowell to adjourn at 4:49PM

Vote unanimous.

IDA

SIGN IN SHEET

IDA BOARD MEMBERS		IDA MEETING DATE: <u>8/12/19</u>
1	FUSU SKINNER	
2	JOSEPH ROWELL	
3	Geoffrey Litchney	
4	Henry Green	
5	Vix Helwig	
6		
7		

VISITORS / GUESTS		Who do you represent?
1	KAREN Everett	St Johns County Chamber of Commerce
2		
3	Geoff Dobson	ADD
4	W H O'CONNELL	CPA Authority
5	Rebecca Lavin	OCA
6	Jennifer Zuberer	St. Johns County
7	Jeb S. Smith	SJC BCC
8	Michael McCabe	Attorney
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