

**MINUTES OF MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY
OF ST. JOHNS COUNTY
April 9, 2018, 3:00 PM**

Members Present: Peter Apol, Joseph Rowell, Vivian Helwig, Henry Green and Thomas Skinner

Members Absent: None.

Guests Present: Karen Everett, Chamber, WH O'Connell, accountant for the Authority, Julie Long, St. Johns County, Geoff Dobson, Esquire, Michael McCabe, Esquire, Jeb Smith, County Commissioner, Melissa Glasgow, St. Johns County, and Rebecca Lavie, St. Johns County. Also see attached sign in sheet.

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

Mr. Apol asks for roll call.

All members present

Mr. Apol asks for Public Comment.

No public comment.

Mr. Apol moves to additions and deletions to the agenda.

None noted.

Mr. Apol moves to approval of the minutes for March 12, 2018.

Discussion.

Motion Mr. Rowell, Second Mr. Skinner to approve the minutes for March 12, 2018 as presented.

Vote unanimous.

Mr. Apol moves to Treasurer's Report.

Mr. O'Connell presents financial statements for March, gives audit update and a check made out to W.H. O'Connell & Associates, P.A. in the amount of \$625.00 for accounting services.

Mr. O'Connell presents that an issue has arisen concerning the fees charged for Flagler Hospital Bond issue. He states the Authority may have over charged them roughly \$8,000.

Discussion.

Mr. Apol asks for Mr. Dobson to produce the current resolution of the Authority for charging bond issuance fees.

Discussion.

Mr. Dobson states he will produce that resolution at the next meeting of the Authority.

Mr. O'Connell states he will present his finding on the fee issue once he has examined the current fee resolution and advise on what the next step is for the Authority.

Discussion.

Mr. Apol moves to regular business.

Mr. Apol moves to TPC ticket contract ahead of the Purchase/procurement policy update because Mike McCabe will need to leave the meeting early.

Mr. McCabe presents two contracts for consideration. He states one contract allows for 8 tickets for ten thousand and the other provides 20 tickets.

Discussion on the two options and contracts.

Mr. Apol asks for a motion.

Motion Mr. Skinner second Mr. Green to execute the contract presented that provides for 20 tickets and when the tickets are sent out they will be sent with a letter from the chamber, county and the IDA stating our appreciation.

Vote unanimous.

Mr. Apol gives brief discuss concerning the Governor's attendance at The Players.

Discussion.

Mr. Apol moves to the Purchase/procurement policy update

Mr. Dobson presents the updated policy.

Discussion.

Mr. Apol asks that each member review the policy and report back at the next meeting.

Mr. Dobson states he will draft a resolution to adopt a procurement policy. He states that before the next meeting each member may send suggestions/corrections to Melissa at the county.

Mr. Dobson states he will send a Word document to Melissa and she will in turn send it to each member for them to review and send changes on or before the 4th of May.

Mr. Apol moves to reports.

Chamber-

Ms. Everett gives update of recent events at the chamber and around the county.

Ms. Glasgow discusses a few upcoming events.

Mr. Smith no report.

Mr. Rowell no report.

Mr. Helwig no report.

Mr. Skinner states the county has ideas that the IDA may be able to help out with and asks if the county can present them to the Authority.

Discussion.

Mr. Apol states the next meeting is May 14, 2018 at 3:00PM and asks for a motion.

Motion Mr. Skinner second Mr. Green to adjourn at 3:45PM

Vote unanimous.

