

AGENDA
ST. JOHNS COUNTY
INDUSTRIAL DEVELOPMENT AUTHORITY

February 13, 2023
3 p.m.

Executive Board Conference Room
County Commission Office of the Administration Building
500 San Sebastian View
St. Augustine, FL 32084

****Regular Meeting****

1. Roll Call

2. Public Comment

Each person addressing the Board shall state their name and address for the public record and limit comments to three (3) minutes. Public comment will also be provided for each item containing a proposition (other than ministerial acts) before the Board.

3. Additions and/or Deletions to Agenda

4. Approval of Minutes from December 12, 2022

5. Treasurer's Report

Review and Approve Financials

6. New Business

– 2023 Prioritization

- a. *Education & Outreach (Local Programs and Resources)*
How might we educate our community stakeholders about the resources available through the IDA?
- b. *Community Involvement (Events and Sponsorships)*
How might the IDA deepen its relationships in the community to help drive economic growth?
- c. *Healthcare (R&D and Expansion Opportunities)*
How might we build on the success we've experienced within the Healthcare domain?
- d. *Financial/Legal Professionals Related to Bond Issuances*
How might we enhance rapport with leading professionals who support bond issuances in the region?
- e. *Domain Expansion Opportunities*
How might we increase the rate of bond issuances by expanding our aperture to include new domains/industries interested in the type of funding we provide?

– TPC Tickets Distribution

Scott Maynard, St. Johns County Chamber of Commerce

7. Reports

IDA Members

8. Adjournment (Next Meeting on March 13, 2023)

**MINUTES OF MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY
OF ST. JOHNS COUNTY
December 12, 2022 3:00 PM
at
500 San Sabastian View, St. Augustine FL**

Members Present: Kevin Kennedy, Melissa Churchwell, and Geoff Litchney,

Call In: Vivian Helwig

Members Absent: Chet Frith

Guests Present: See attached sign-in sheet.

Mr. Kennedy brings the meeting to order at 3 p.m.

Ms. Kennedy asks for roll call. Mr. Kennedy, Ms. Churchwell, and Mr. Litchney are present. Mr. Helwig call in. And Mr. Frith is absent.

Mr. Kennedy asks for public comment.

No public comment.

Mr. Kennedy asks for additions and deletions to today's agenda.

None.

Mr. Kenney moves the meeting to the approval of the minutes from the November 14, 2022, meeting.

Motion Mr. Litchney, second Ms. Churchwell to approve the minutes of the November 14, 2022, meeting as presented.

Vote unanimous. Mr. Helwig call in.

Mr. Kennedy moves the meeting to review and approval of the financials.

Mr. O'Connell presents the financial statements and one check written to W. H. O'Connell & Associates, PA \$799.00 for accounting services.

Discussion.

Motion Mr. Litchney, second Ms. Churchwell to approve the financials and the check for \$799 payable to W. H. O'Connell & Associates, PA.

Vote unanimous. Mr. Helwig call in.

Mr. Kennedy moves the meeting to new business.

Brand Development Update

Ms. Meeks from St. Johns County gives an update on the branding project. She presents three samples of the new design for discussion and review by the Authority members. She states the process of the Brand updating should be complete late January to Mid-February next year.

Discussion on the samples and the branding process.

2023 Goal Discussion

Mr. Kennedy thought it would be helpful for the Authority to have goals to become more proactive.

Discussion.

Mr. Kennedy states the Authority should consider bringing in Airport Authority board members and the new local hospitals board members to educate them on what the IDA can provide.

Discussion.

Ms. Churchwell asks if the Authority could have an event with the Chamber to increase local awareness for the IDA.

Mr. Maynard states that Wednesday night St. Johns County schools are having Career Academy Showcase. This is an effort to educate parents on what opportunities are available in our county.

Discussion.

Mr. Kennedy asks the members to bring in a few goals for the Authority at the next meeting for discussion.

Discussion.

Mr. Kennedy moves the meeting to reports.

Members.

Mr. Helwig great idea for the IDA to become more proactive.

Mr. Litchney no report.

Ms. Churchwell no report.

Mr. Kennedy no report.

Commissioner Whitehurst no report.

Chamber Mr. Maynard no report.

Mr. Kennedy state next meeting is at 3pm on January 9, 2023, and asks for a motion to adjourn.

Motion Mr. Litchney, second Ms. Churchwell to adjourn the meeting at 3:32 p.m.

Vote unanimous. Mr. Helwig call in.

IDA

SIGN IN SHEET

IDA BOARD MEMBERS		IDA MEETING DATE: 12/12/22
1	Geoff Litchney	
2	Kevin Kennedy	
3	Melissa Churchwell	
4	Viv Helwig (call in)	
5		
6		
7		

VISITORS / GUESTS		Who do you represent?
1	Chair Christian Whitehurst	BCC
2	Scott Maynard	SJC Chamber of Commerce
3	Henry O'Connell	IDA CPA
4	Geoff Dobson	IDA Attorney
5	Mike McCabe	IDA Attorney
6	Tera Meeks	SJC Tourism
7	David Kiernan	SJC Economic Development
8	Jennifer Zuberer	SJC Economic Development
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1:39 PM
01/28/23
Accrual Basis

Industrial Development Authority
Balance Sheet
As of January 31, 2023

	<u>Jan 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1002 · Ameris Bank	54,728.96
1004 · Ameris CD 2	601,487.96
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Total Checking/Savings	656,216.92
	<hr/>
Total Current Assets	656,216.92
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TOTAL ASSETS	656,216.92
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LIABILITIES & EQUITY	
Equity	
32000 · Net Position - Unrestricted	670,662.92
Net Income	(14,446.00)
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Total Equity	656,216.92
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TOTAL LIABILITIES & EQUITY	656,216.92
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1:38 PM
01/28/23
Accrual Basis

Industrial Development Authority
Profit & Loss
October 2022 through January 2023

	<u>Oct '22 - Jan 23</u>
Income	
3013 · Prosperity Bank Interest Income	76.48
3015 · Prosperity CD Interest	3,627.52
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Total Income	3,704.00
Expense	
5010 · Accounting	875.00
5016 · Contractual Services	17,100.00
5710 · DCA Special Fees	175.00
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Total Expense	18,150.00
Net Income	<u><u>(14,446.00)</u></u>