

AGENDA
ST. JOHNS COUNTY
INDUSTRIAL DEVELOPMENT AUTHORITY

May 13, 2024
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

5. Treasurer's Report

- Review and Approve Financials

6. New Business

- St. Johns County Housing Finance Authority Overview
Priscilla Howard, St. Johns County Housing Finance Authority
- TPC Recap
- IDA Branding Discussion

7. Reports

IDA Members

8. Adjournment (Next Meeting on June 10, 2024)

**MINUTES OF MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY
OF ST. JOHNS COUNTY
February 12, 2024 3:00 PM
at
500 San Sabastian View, St. Augustine FL**

Members Present: Viv Helwig, Ms. Churchwell., and Orville Dothage

Call In: None.

Members Absent: Kevin Kennedy and Geoff Litchney

Guests Present: See attached sign-in sheet.

Mr. Helwig brings the meeting to order at 3:01 p.m.

Mr. Helwig asks for roll call. Mr. Helwig, Mr. Dothage, Ms. Churchwell. Mr. Kennedy & Mr. Litchney absent.

Mr. Helwig asks for public comment.

No public comment.

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

None.

Mr. Helwig asks for approval on the January 8, 2024 minutes.

Motion Mr. Dothage, Second Ms. Churchwell to approve the minutes as presented.

Vote unanimous.

Mr. Helwig moves the meeting to the Treasurer's report.

Mr. O'Connell presents one check for payment \$455 made out to WH O'Connell & Associates PA for accounting services.

He asks for any questions concerning the financials. None noted.

Motion Kennedy, Second Mr. Dothage to approve the financials as presented.

Vote unanimous.

Mr. Helwig moves the meeting to New Business.

TPC Ticket Distribution

Mr. Helwig asks Scott Maynard from the SJC Chamber of Commerce for and update. Mr. Maynard gives a background on how the selection process works. He states that some of the recipients are and were Vicars Landing, UF Health, Baptist South, Rulon, V Pizza and other.

Discussion.

Mr. Maynard appreciates the IDA for providing tickets.

Mr. Helwig asks Mr. Maynard if additional tickets are needed.

Mr. Maynard said no the number available is sufficient.

Mr. Helwig moves meeting to Dominion Update

Mr. Helwig states Dominion is a large affordable housing developer. He introduces John Rodriques and Katessa Archer from Dominion.

Mr. Rodriquez and Ms. Archer state Dominion has 5,300 units currently in Florida and roughly 37,000 nationally. Mr. Rodriquez talks about tax exempt bond financing as it relates to residential affordable housing. Both present a slide presentation detailing the history of the company and tax exempt bonds.

Discussion.

Mr. Helwig moves meeting to SBA account.

Mr. O'Connell presents the current rates offered by this pooled investment account.

Discussion.

Motion Mr. Helwig, Second Mr. Dothage to open a Florida Prime account with an amount not to exceed \$1,000. Vote unanimous.

Mr. Helwig moves the meeting to Annual Report.

Discussion on annual report presented.

Motion Ms. Churchwell, Second Mr. Dothage to approve the annual report as presented. Vote unanimous.

Mr. Helwig moves the meeting to Reports.

IDA Members.

Ms. Churchwell – no report

Mr. Dothage – no report

Mr. Helwig - Reads letter to be presented to Chet Firth

Discussion

County – no report

Commissioner – no report

Staff – no report

Mr. Helwig states next meeting is at 3pm on 3/11/24, and asks for a motion to adjourn.

Motion Ms. Churchwell, Second Mr. Dothage to adjourn the meeting at 4:10 p.m.

Vote unanimous.

IDA

SIGN IN SHEET

IDA BOARD MEMBERS

1	Melissa Churchwell
2	Orville Dothage
3	Vivian Helwig
4	
5	
6	
7	

IDA MEETING

DATE: 02-12-24

VISITORS / GUESTS

Who do you represent?

1	John Rodriquez	Dominium
2	Katessa Archer	Dominium
3	Jennifer Zuberer	SJC Tourism
4	Angela Cuozzo	SJC Tourism
5	Scott Maynard	SJC Chamber of Commerce
6	Mike McCabe	IDA Attorney
7	Commissioner Christian Whitehurst	SJC BoCC
8	Henry O'Connell	IDA CPA
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10:01 AM
05/09/24
Accrual Basis

Industrial Development Authority
Balance Sheet
As of April 30, 2024

	<u>Apr 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1002 · Ameris Bank	211,304.11
1004 · Ameris CD 2	386,419.22
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Total Checking/Savings	597,723.33
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Total Current Assets	597,723.33
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TOTAL ASSETS	<u>597,723.33</u>
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LIABILITIES & EQUITY	
Equity	
32000 · Net Position - Unrestricted	611,082.81
Net Income	(13,359.48)
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Total Equity	597,723.33
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TOTAL LIABILITIES & EQUITY	<u>597,723.33</u>

10:01 AM
05/09/24
Accrual Basis

Industrial Development Authority
Profit & Loss
October 2023 through April 2024

	<u>Oct '23 - Apr 24</u>
Income	
3013 · Prosperity Bank Interest Income	670.80
3015 · Prosperity CD Interest	8,182.72
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Total Income	8,853.52
Expense	
5010 · Accounting	1,913.00
5016 · Contractual Services	20,100.00
5710 · DCA Special Fees	200.00
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Total Expense	22,213.00
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Net Income	<u><u>(13,359.48)</u></u>