

AGENDA
ST. JOHNS COUNTY
INDUSTRIAL DEVELOPMENT AUTHORITY

September 12, 2022
3 p.m.

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

****Regular Meeting****

Roll Call

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.

Additions and/or Deletions to Agenda

Approval of Minutes

- August 8, 2022

Treasurer's Report

- Review and Approve Financials

New Business

- Approval of Amended Budget for 2021-2022
- Approval of New Budget for 2022-2023
- IDA Member Vacancy Recommendation to BCC
- PR/Communications for IDA Bond Issuances

Reports

- IDA Members

Adjournment

Next Meeting – October 10, 2022

**MINUTES OF MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY
OF ST. JOHNS COUNTY
August 8, 2022 3:00 PM
at
500 San Sabastian View, St. Augustine FL**

Members Present: Melissa Churchwell, Geoff Litchney, present Chet Frith. Vivian Helwig and Kevin Kennedy call ins

Members Absent: none

Guests Present: See attached sign in sheet.

Ms. Churchwell brings the meeting to order at 3:00 PM

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

Ms. Churchwell asks for public comment.

No public comment.

Ms. Churchwell asks for additions and deletions to today's agenda.

None.

Ms. Churchwell moves the meeting to the approval of the minutes from the May 9, 2022 meeting.

Motion Mr. Litchney, Second Mr. Frith to approve the minutes of the May 9, 2022 meeting as presented.

Vote unanimous. Mr. Kennedy & Mr. Helwig call ins.

Ms. Churchwell moves the meeting to the Treasurer's report.

Mr. O'Connell presents the financial statements and one check to be signed for \$955 to WH O'Connell & Associates for accounting services. He states the audited financials for the year ended September 30, 2021 were released in late June and the report from the auditor was a clean one.

Discussion.

Motion Mr. Frith, second Mr. Litchney to approve the financials as presented and the \$955 check to Mr. O'Connell's firm

Vote unanimous. Mr. Kennedy & Mr. Helwig call ins

Ms. Churchwell moves the meeting to New Business

The Players Championship Hospitality Purchase Agreement

Mr. McCabe presents to the Authority a proposal for 12 tickets for the days of the event along with 6 parking passes for “The Deck” at the Players. The cost of these tickets will be \$11,000. States these tickets are being held for the IDA since this venue is currently sold out.

Discussion on the event, tickets and the return on investment.

Mr. Maynard from the Chamber of Commerce states the tickets are a valuable tool for them and had one group who attended the last event on a few of these tickets purchase a commercial site in St. Johns County.

Discussion.

Mr. Litchney asks Mr. McCabe if the IDA could ask to purchase more tickets for this years event even though they are sold out? Maybe 18.

Mr. McCabe said the Players just responded and said the IDA could purchase 18 tickets for the week and 9 parking passes all for the “The Deck” at a cost of \$17,100. He states they will send an updated proposal in a few minutes.

Ms. Churchwell moves the meeting to the next new business item Brand Development Project Update as we wait on the updated contract from the Players.

Ms. Meeks presents an update on the progress. She states it is going slower than expected. The new tagline for the County was discussed.

Discussion.

PR/Communications for IDA Bond Issues

Ms. Churchwell states she would like a press release for the upcoming Vicar’s Landing bond issue closing expected in early September.

Discussion on the timing of the release, who would prepare and the potential content.

Discussion.

Ms. Churchwell moves the meeting to reports.

Members:

Mr. Litchney. No report.

Mr. Helwig. No report. But asks when is the election of officers to take place?

Discussion.

Mr. Kennedy. No report.

Ms. Churchwell. No report.

Mr. Frith. No report.

Ms. Churchwell brings the meeting back to the Players contract.

Mr. McCabe presents the agreement with the Players to provide 18 “The Deck” tickets and 9 parking passes for \$17,100.

Discussion.

Motion Mr. Litchney, Second Mr. Frith to approve the contract as presented with the Players.

Vote Unanimous. Mr. Kennedy & Mr. Helwig call ins.

Ms. Churchwell introduces David Kiernan a new addition at the County.

Mr. Kiernan introduces himself to the members and states he is working in the County’s Economic Development department.

Commissioner Whitehurst. No report.

Chamber. No report.

Ms. Churchwell states the next meeting will be September 12, 2022 at 3PM and asks for a motion to adjourn.

Motion Mr. Frith, Second Mr. Litchney to adjourn the meeting at 3:38PM

Vote unanimous. Mr. Kennedy and Mr. Helwig call ins.

3:00 PM
09/06/22
Accrual Basis

Industrial Development Authority
Profit & Loss
October 2021 through August 2022

	<u>Oct '21 - Aug 22</u>
Income	
3006 · Bond Application Fee	2,000.00
3013 · Prosperity Bank Interest Income	54.58
3015 · Prosperity CD Interest	999.49
	<hr/>
Total Income	3,054.07
Expense	
5010 · Accounting	4,020.00
5016 · Contractual Services	10,200.00
5710 · DCA Special Fees	175.00
	<hr/>
Total Expense	14,395.00
	<hr/>
Net Income	<u><u>(11,340.93)</u></u>

3:01 PM
09/06/22
Accrual Basis

Industrial Development Authority
Balance Sheet
As of August 30, 2022

	<u>Aug 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1002 · Ameris Bank	43,733.83
1004 · Ameris CD 2	597,860.44
	<hr/>
Total Checking/Savings	641,594.27
	<hr/>
Total Current Assets	641,594.27
	<hr/>
TOTAL ASSETS	641,594.27
	<hr/> <hr/>
LIABILITIES & EQUITY	
Equity	
32000 · Net Position - Unrestricted	652,935.20
Net Income	(11,340.93)
	<hr/>
Total Equity	641,594.27
	<hr/>
TOTAL LIABILITIES & EQUITY	641,594.27
	<hr/> <hr/>

ST. JOHNS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

AMENDMENT TO BUDGET

FOR THE YEAR ENDING SEPTEMBER 30, 2022

	CURRENT BUDGET	AMENDMENT PROPOSED	AMMENDED BUDGET	Remarks
Estimated cash carryforward at October 1, 2021	\$ 652,935		\$ 652,935	Adjust to actual per audit
Revenue:				
Bond Issuance Fees	\$ 5,000	\$ 27,000	\$ 32,000	Note 1
Interest and Investment Income	1,200	(139)	1,061	Note 3
Total Revenue and Cash Available	\$ 659,135	\$ 26,861	\$ 685,996	
Expenditures:				
Legal advertisements	\$ 100	\$ (100)	\$ -	Note 3
Accounting fees	5,200	(55)	5,145	Note 2
Bank Charges	-	20	20	Note 2
Office Supplies	195	(195)	-	Note 3
Contractual services	50,000	(39,800)	10,200	Note 3
Travel, Meetings and Events	500	(500)	-	Note 3
Dues, Memberships, Special Fees	175	-	175	
Total Expenditures	\$ 56,170	\$ (40,630)	\$ 15,540	
Excess of Revenues and Cash Carryforward over Expenditures - Estimated Cash carryforward at September 30, 2022	<u>\$ 602,965</u>	<u>\$ 67,491</u>	<u>\$ 670,456</u>	

Note 1 Adjustment for the following:

Life Care Ponte Vedra Vicar's Landing Project

Note 2 Adjustment for the following:

Accounting. Number of meetings reduced and time at meeting
Bank charges. Life Care Ponte Vedra Vicar's Project-wire in fee

Note 3 Adjustment for the following:

Adjustment to actual

ST. JOHNS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

BUDGET

FOR THE YEAR ENDING SEPTEMBER 30, 2023

	Budget	Remarks
<hr/>		
Estimated cash carry forward at October 1, 2022	\$ 670,456	From budget amendment
Revenues:		
Bond Issuance Fees	\$ 5,000	See Below
Interest and Investment Income	<u>1,200</u>	Estimate
Total Revenues and Cash Available	\$ 6,200	
Expenditures:		
Legal Advertisements	\$ 100	Meeting Notices-reduced from prior year
Accounting Fees	5,200	Accounting Services-Based on Actual
Office Supplies	195	Incidental Supplies
Contractual Services - See Below	57,100	See below
Travel, Meetings and Events	500	Estimate
Dues, Memberships, Special Fees	<u>175</u>	See Below
Total Expenditures	\$ 63,270	
Excess of Revenues and Cash Carry forward over Expenditures - Estimated cash carry forward at September 30, 2023	<u>\$ 613,386</u>	
Proposed Items - Expenditures		
Contractual Services include:		
Purchase of TPC tickets	\$ 17,100	
Marketing and Brand Development	40,000	
Total	<u>\$ 57,100</u>	
Travel, Meetings and Events		
Manufacture's Conference	\$ 500	
Total	<u>\$ 500</u>	
Dues, Memberships, Special Fees		
DCA	\$ 175	
Total	<u>\$ 175</u>	
Anticipated Revenues		
Bond Issuance Fees Include		
Estimate of Fees	\$ 5,000	
Total	<u>\$ 5,000</u>	



BOARD OF COUNTY COMMISSIONERS BOARD / COMMITTEE APPLICATION

June 30, 2022

DATE RECEIVED BY ST. JOHNS COUNTY

Thank you for expressing interest to be considered for appointment to committees, boards, commissions or advisory groups addressing land use appointed by the St. Johns County Board of County Commissioners. The County Commission appreciates your willingness to serve your fellow County residents in a volunteer capacity. Please complete this application to the best of your knowledge. (You may attach a resume and/or additional data. Please reference attachments in the appropriate section(s)).

Name: Kerri Gustavson District #: 4

Address: 92 Magnolia Beach Trail

City: Ponte Vedra State: Fl Zip: 32081

Phone #: 516-987-0145 E-mail Address: Kerrigustavson@gmail.com

How long have you been a legal resident of St. Johns County? 8 years

Most recent occupation/employer: Medicaid consultant and coordinator for skilled nursing facilities

I am am not a registered voter in St. Johns County, Florida.

List all active professional licenses and certifications: None

Educational background: BA environmental studies LIU Southampton

Past work experience: I am retired.

Worked in social work and finance in nursing homes for 22 years

Please list **all** civic clubs, professional organizations, public interest groups and other not-for-profit organizations of which you are a member or in which you have been active in the last three years, particularly those in St. Johns County.

- PTSO Nease (president)
-
- Willowcove community hoa board (secretary)
-

Please list the location and size of all parcels of property in St. Johns County of which you have ownership:
92 magnolia beach trail Ponte vedra

Please indicate any companies/industries doing business in St. Johns County in which you have a financial interest (i.e., proprietary, partnership, stock holdings, etc.)

None

(Over)

Please indicate, by preference, all County committees, boards, or councils addressing land use in which you have an interest:

1. Library board (advisory)
2. Industrial Development Authority
3. Adjustment + Appeals Board
4. Planning + Zoning Agency

List three (3) personal or professional references:

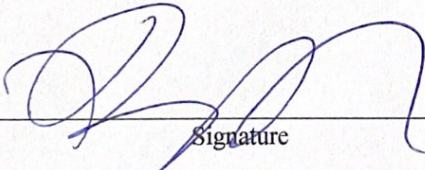
1. Lisa Kunze principal at Nease hs 547-8300
2. Anna Hornstein Community Association Manager 998-5365
3. Christine Henderson personal 917-270-1189

You may use this space for a brief biographical sketch or to list other skills you possess that are relevant to the appointment you are seeking: (Please indicate in the space below if you are attaching your resume.)
I do not have a resume

I am a active volunteer in my community and the schools

All information provided will become a matter of public record and will be open to public inspection. If you require special accommodations because of a disability to participate in the application/selection process, you must notify the Board of County Commissioners in advance to allow for reasonable accommodation. This application will be kept on file for one year, at which time you must notify the Board of County Commissioners of your intent to remain an active applicant and update your application accordingly or it will be removed from the active file.

I hereby authorize St. Johns County or its representatives to verify all information provided and I further authorize the release of any information by those in possession of such information which may be requested by the County. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that a volunteer position provides for no compensation except that as may be provided by Florida Statutes or other enabling legislation, and that if appointed, I shall serve at the pleasure of the Board of County Commissioners.


Signature

6/30/22
Date

Please return completed application to:
St. Johns County Board of County Commissioners
500 San Sebastian View, St. Augustine, FL 32084
Phone: (904) 209-0300 Fax: (904) 209-0538

Thank you for your interest!

For Office Use Only:

Mailed expiration letter: _____

Confirmed interest to extend 6 months:

1. _____
2. _____
3. _____



BOARD OF COUNTY COMMISSIONERS BOARD / COMMITTEE APPLICATION

August 23, 2022

DATE RECEIVED BY ST. JOHNS COUNTY

Thank you for expressing interest to be considered for appointment to committees, boards, commissions or advisory groups addressing land use appointed by the St. Johns County Board of County Commissioners. The County Commission appreciates your willingness to serve your fellow County residents in a volunteer capacity. Please complete this application to the best of your knowledge. (You may attach a resume and/or additional data. Please reference attachments in the appropriate section(s)).

Name: Geoffrey Litchney District #: _____

Address: 100 N. Saint Augustine Blvd

City: St. Augustine State: FL Zip: 32080

Phone #: 910-545-0245 E-mail Address: Glitchney@gmail.com

How long have you been a legal resident of St. Johns County? 5 years

Most recent occupation/employer: Regulatory Counsel /Black Knight Inc..

I am am not a registered voter in St. Johns County, Florida.

List all active professional licenses and certifications: Member of the Florida Bae

Educational background: LLM in Financial Services Compliance from Seton Hall School of Law

Juris Doctor from Florida Coastal School of Law

Past work experience: 12 years in insurance, banking, and financial services

Please list **all** civic clubs, professional organizations, public interest groups and other not-for-profit organizations of which you are a member or in which you have been active in the last three years, particularly those in St. Johns County.

1. Florida Bar
2. Mortgage Bankers Association
3. _____
4. _____

Please list the location and size of all parcels of property in St. Johns County of which you have ownership:
100 N. Saint Augustine Blvd, St. Augustine, FL. 1/3 acre. Primary residence.

Please indicate any companies/industries doing business in St. Johns County in which you have a financial interest (i.e., proprietary, partnership, stock holdings, etc.) _____

Nobe

(Over)

Please indicate, by preference, all County committees, boards, or councils addressing land use in which you have an interest:

- 1. Industrial Development Authority _____
- 2. _____
- 3. _____
- 4. _____

List three (3) personal or professional references:

- 1. Bob Pinder, Chief Compliance Officer, Black Knight Inc. _____
- 2. Roger Fendleman, Chief Compliance Officer, Roostify _____
- 3. Gail Strassel, Administrator, Florida School for the Deaf and Blind _____

You may use this space for a brief biographical sketch or to list other skills you possess that are relevant to the appointment you are seeking: (Please indicate in the space below if you are attaching your resume.)

I have served 4 years in this role and am familiar with the details and processes associated with issuing industrial _____

All information provided will become a matter of public record and will be open to public inspection. If you require special accommodations because of a disability to participate in the application/selection process, you must notify the Board of County Commissioners in advance to allow for reasonable accommodation. This application will be kept on file for one year, at which time you must notify the Board of County Commissioners of your intent to remain an active applicant and update your application accordingly or it will be removed from the active file.

I hereby authorize St. Johns County or its representatives to verify all information provided and I further authorize the release of any information by those in possession of such information which may be requested by the County. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that a volunteer position provides for no compensation except that as may be provided by Florida Statutes or other enabling legislation, and that if appointed, I shall serve at the pleasure of the Board of County Commissioners.



Signature

8/23/2022

Date

**Please return completed application to:
St. Johns County Board of County Commissioners
500 San Sebastian View, St. Augustine, FL 32084
Phone: (904) 209-0300 Fax: (904) 209-0538**

Thank you for your interest!

For Office Use Only:
Mailed expiration letter: _____
Confirmed interest to extend 6 months:

- 1. _____
- 2. _____
- 3. _____

Rec. 4.5.22
lenth 10.5.22
1 year 4.5.23



BOARD OF COUNTY COMMISSIONERS BOARD / COMMITTEE APPLICATION

4.5.2022

DATE RECEIVED BY ST. JOHNS COUNTY

Thank you for expressing interest to be considered for appointment to committees, boards, commissions or advisory groups addressing land use appointed by the St. Johns County Board of County Commissioners. The County Commission appreciates your willingness to serve your fellow County residents in a volunteer capacity. Please complete this application to the best of your knowledge. (You may attach a resume and/or additional data. Please reference attachments in the appropriate section(s).)

Name: Jeffrey Mason (Jeff) District #: 4

Address: 404 Sophia Ter

City: Saint Augustine State: FL Zip: 32095

Phone #: 904-315-5175 E-mail Address: jeff@masonellison.com

How long have you been a legal resident of St. Johns County? Five years

Most recent occupation/employer: Mason & Ellsion, LLC

I am am not a registered voter in St. Johns County, Florida.

List all active professional licenses and certifications: Florida Real Estate Broker License (BK3534210).

Educational background: California State University, Los Angeles, BS, Criiminal Justice; Pepperdine University, Malibu, MBA, Finance

Past work experience: Nemours Children's Health System (Enterprise Real Estate Manager); Ascension Healthcare (Regional Real Estate Portfolio Manager)

Please list **all** civic clubs, professional organizations, public interest groups and other not-for-profit organizations of which you are a member or in which you have been active in the last three years, particularly those in St. Johns County.

- 1. Ashlar Masonic Lodge 2. _____
- 3. Reynoldsburgh Masonic Lodge 4. _____

Please list the location and size of all parcels of property in St. Johns County of which you have ownership:
404 Sophia Ter, Saint Augustine, FL 32095 (Palencia)

Please indicate any companies/industries doing business in St. Johns County in which you have a financial interest (i.e., proprietary, partnership, stock holdings, etc.) _____
NONE

(Over)

Please indicate, by preference, all County committees, boards, or councils addressing land use in which you have an interest:

- | | |
|---|--|
| 1. <u>Land Acquisition and Management Program Board</u> | 2. <u>Planning & Zoning Agency</u> |
| 3. <u>Housing Finance Authority</u> | 4. <u>Industrial Development Authority</u> |

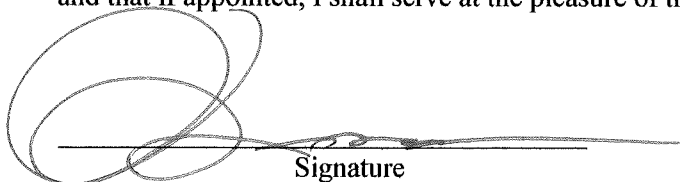
List three (3) personal or professional references:

1. Jonathan Cantor; VP, RS&H; (904) 521-6304
2. Michelle Ellison, Sr. Manager, Capital Projects, Nemours Children's Health System; (904) 982-6322
3. Jeanie Laskin, Sr. Lease Analyst and Administration, Nemours Children's Health System; (904) 477-2694

You may use this space for a brief biographical sketch or to list other skills you possess that are relevant to the appointment you are seeking: (Please indicate in the space below if you are attaching your resume.)
Resume Attached. I have an extensive background representing healthcare and retail concerns in the management or real estate and financial budgeting of capital projects. Details in attached resume.

All information provided will become a matter of public record and will be open to public inspection. If you require special accommodations because of a disability to participate in the application/selection process, you must notify the Board of County Commissioners in advance to allow for reasonable accommodation. This application will be kept on file for one year, at which time you must notify the Board of County Commissioners of your intent to remain an active applicant and update your application accordingly or it will be removed from the active file.

I hereby authorize St. Johns County or its representatives to verify all information provided and I further authorize the release of any information by those in possession of such information which may be requested by the County. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that a volunteer position provides for no compensation except that as may be provided by Florida Statutes or other enabling legislation, and that if appointed, I shall serve at the pleasure of the Board of County Commissioners.

 _____
Signature

March 31, 2022
_____ Date

Please return completed application to:
St. Johns County Board of County Commissioners
500 San Sebastian View, St. Augustine, FL 32084
Phone: (904) 209-0300 Fax: (904) 209-0538

Thank you for your interest!

For Office Use Only:
Mailed expiration letter: _____
Confirmed interest to extend 6 months:
1. _____
2. _____
3. _____

Jeffrey A. Mason

904-315-5175 / [Email: rucode4@gmail.com](mailto:rucode4@gmail.com)

[LinkedIn: www.linkedin.com/in/masonllc](http://www.linkedin.com/in/masonllc)

Accomplished strategic thinker with 25-plus years in real estate transaction and finance management roles. A remarkable record for identifying and resolving landlord-tenant conflicts, space utilization and re-purposing projects. Seeking senior or executive-level management opportunity with an organization that values creativity, integrity and multi-level business acumen. Available for relocation anywhere in the United States, LATAM or European geographical areas.

Team builder/collaboration-based management style

Lease Transaction Management

Contract negotiation and mediation

Lease audit

Business case and economic analysis

Early lease termination

Experience with various lease accounting

platforms: JDE, CTI, Accruent/Lucernex

Certified

Managed operating portfolio in excess of 2.5 million square feet

Deal structuring, drafting and negotiating

Developed policy and procedures consistent with business KPI's

Drafter of lease revisions

Process improvement

Creation of budgets

Financial reporting of lease obligations

PROFESSIONAL EXPERIENCE

NEMOURS CHILDREN'S HEALTH SYSTEM

Leading Specialty Pediatric Healthcare Provider

Manager, Enterprise Real Estate Jacksonville, FL – 11/2017 to 03/2021

Department head responsible for real estate projects across the enterprise relating to acquisition, disposition, leasing strategy and compliance. Led evaluation, review, recommendation and selection of real estate database and document library. Established lease administration system and audit program. Lead for operational stakeholders in real estate matters including site selection, negotiation and continued landlord/tenant relationships. Trusted advisor through strategic, planning and project development. Recovered more than \$2.3 million in real estate lease-related savings in first 48 months of tenure. Achieved a reduction in transactional legal expense by over 80%. Managed merger and acquisitions due diligence as it relates to real estate and the workplace

ASCENSION HEALTHCARE*Nations Largest Catholic Health Care Provider*

Sr. Manager, Real Estate Portfolio Jacksonville, FL – 10/2015 to 04/2017

Key department head for all real estate activity across Jacksonville market encompassing over 2.5 million square feet, distributed between multiple MOB's, three hospitals (in excess of 1,500 beds), multiple primary and specialty care facilities, ambulatory surgery centers and urgent care. Successfully streamlined lease language, incorporated audit, early termination and self-help rights, and modified fair market value approach with third party vendor. Established as the single point of contact for all acquisitions, strategic leases and developer relationships; as well as resolution of lease disputes, in addition to providing leadership to third party services including brokerage and transaction management as well as lease administration. Provided senior level support to lease finance and executive administration. Department coordinator for facilities maintenance (Medxcel) and planning, design and construction projects (PDC).

MASON, LLC

Privately held national provider of lease audit, third party transaction brokerage, administration, abstraction, ancillary expense (CAM / Tax) and sales audit services

President Columbus, OH – 2/2002 to 10/2015

Lead all day-to-day operations, including lease and CAM audits, real estate tax appeals, lease abstraction projects and due diligence for acquisitions. Provided real estate brokerage licensure and transaction support and consultation for JV's, developers, and subordinate ownership interests. Led negotiation of complex lease deals and mediation of conflicts arising therefrom. Essential Duties & Responsibilities: maintain company compliance in regard to scope of work review, subcontractor compliance and contracts, billing, revenue recognition and gross margin analysis. Coordinate the timely issuance of contracts to service providers; demonstrated continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality, seamless customer service. Assist in establishing standards for performance and reviewing and approving workload cases, specifications and related documents; ensure service provider compliance with contract provisions. Manage organizational structure and staffing to effectively accomplish the overall goals, objectives and mission statement.

Principally involved in lease language revision recommendations and negotiation of rent relief for priority tenants on behalf of landlords. Established accounting arm for purposes of tracking and billing sub-tenant rents, master tenant overage (percentage) rents, and CAM escrow accounts. Established audit and peer review processes to comply with internal quality control practices and external SOX (Sarbanes) requirements. Interfaced with client general counsel in revision of lease language and negotiation of rent relief terms. Insure legal, risk and financial modeling review are within tolerances and expectations of company expectations. Analyze real estate portfolio for opportunities to right size offices, co-locate, reduce rent or sublet space wherever possible.

- Achieved standing as top sales examination and audit firm on a national basis, emerging from an entry competitor among five national firms 2006-2008 (ICSC, 2008).
 - Attained revenues averaging \$2.8MM annually during peak performance years (2006-2008).
 - Rent recoveries found in 71% of assigned examinations.
 - Authored lease/purchase analysis and abstract memos saving \$4.6MM in one scenario
 - Brokered transactions on behalf of JV's or developers in excess of \$350MM
 - Assembled team to integrate sub-tenants into lease administration processes and workplace (software) including MRI, CTI, Accruent (Real Estate Manager) and JDE.
-

EDUCATION

Pepperdine University, Malibu CA – **Master of Business Administration** with emphasis in Finance

California State University, Los Angeles CA – **Bachelor of Science, Criminal Justice**, Dean's List, Honors

MEMBERSHIPS AND CERTIFICATIONS

- ❖ Lucernex Lease Administration Certified
- ❖ Certified Fraud Examiner (CFE)
- ❖ Certified, Conflict Mediation (ABA)
- ❖ Licensed Real Estate Broker (CA/OH/FL)



BOARD OF COUNTY COMMISSIONERS BOARD / COMMITTEE APPLICATION

August 1, 2022

DATE RECEIVED BY ST. JOHNS COUNTY

Thank you for expressing interest to be considered for appointment to committees, boards, commissions or advisory groups addressing land use appointed by the St. Johns County Board of County Commissioners. The County Commission appreciates your willingness to serve your fellow County residents in a volunteer capacity. Please complete this application to the best of your knowledge. (You may attach a resume and/or additional data. Please reference attachments in the appropriate section(s).

Name: Nicholas "Nick" Primrose District #: 5

Address: 132 Thornton Ct.

City: St. Augustine State: FL Zip: 32092

Phone #: 4403648298 E-mail Address: nprimrose@gmail.com

How long have you been a legal resident of St. Johns County? 1 year

Most recent occupation/employer: Jacksonville Port Authority - Chief, Regulatory Compliance

I am am not a registered voter in St. Johns County, Florida.

List all active professional licenses and certifications: Florida Bar (2010 - present)

Educational background: B.A., Political Science & Communications (Lake Forest College); M.P.A., Public Management (DePaul University); J.D. (Barry University)

Past work experience: Deputy General Counsel for Governor Ron DeSantis (1/2019 - 8/2020)
Deputy General Counsel for Governor Rick Scott (8/2017 - 1/2019); In-House Counsel, Farmers Insurance (7/2015 - 8/2017)

Please list **all** civic clubs, professional organizations, public interest groups and other not-for-profit organizations of which you are a member or in which you have been active in the last three years, particularly those in St. Johns County.

- | | |
|---|------------------------------|
| 1. <u>The Federalist Society</u> | 2. <u>Leadership Florida</u> |
| 3. <u>American Enterprise Institute</u> | 4. <u>Maverick PAC</u> |

Please list the location and size of all parcels of property in St. Johns County of which you have ownership:
Residential Home (.3 acres)

Please indicate any companies/industries doing business in St. Johns County in which you have a financial interest (i.e., proprietary, partnership, stock holdings, etc.)
None

(Over)

Please indicate, by preference, all County committees, boards, or councils addressing land use in which you have an interest:

- | | |
|--|--|
| 1. <u>Tourist Development Council</u> | 2. <u>Industrial Development Authority</u> |
| 3. <u>Planning & Zoning Agency</u> | 4. <u>Recreation Advisory Board</u> |

List three (3) personal or professional references:

1. Michael Sasso, 407-413-0237
2. Glen Gilzen, 727-488-5403
3. Patrick Kilbane, 904-652-3000

You may use this space for a brief biographical sketch or to list other skills you possess that are relevant to the appointment you are seeking: (Please indicate in the space below if you are attaching your resume.) In addition to being a licensed attorney, for three years I was the Deputy General Counsel to Governors Rick Scott and Ron DeSantis providing legal advice and guidance for good governance, including spending time as the General Counsel for the Division of Emergency Management. I understand the legislative and government process, including procurement requirements and Sunshine laws. Additionally, throughout my career I've been included in economic development decision-making both on the State level and now with the Port Authority.

All information provided will become a matter of public record and will be open to public inspection. If you require special accommodations because of a disability to participate in the application/selection process, you must notify the Board of County Commissioners in advance to allow for reasonable accommodation. This application will be kept on file for one year, at which time you must notify the Board of County Commissioners of your intent to remain an active applicant and update your application accordingly or it will be removed from the active file.

I hereby authorize St. Johns County or its representatives to verify all information provided and I further authorize the release of any information by those in possession of such information which may be requested by the County. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that a volunteer position provides for no compensation except that as may be provided by Florida Statutes or other enabling legislation, and that if appointed, I shall serve at the pleasure of the Board of County Commissioners.

Nick Primrose Digitally signed by Nick Primrose
Date: 2022.08.01 14:20:48 -04'00'

8/1/2022

Signature

Date

**Please return completed application to:
St. Johns County Board of County Commissioners
500 San Sebastian View, St. Augustine, FL 32084
Phone: (904) 209-0300 Fax: (904) 209-0538**

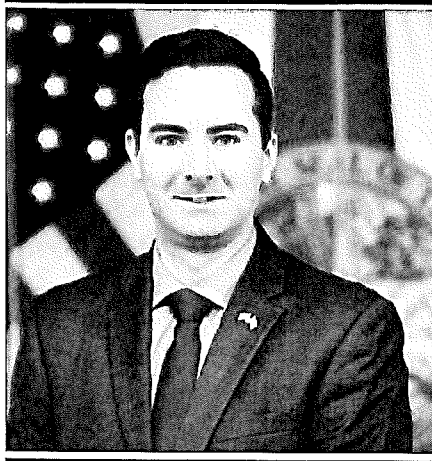
Thank you for your interest!

For Office Use Only:

Mailed expiration letter: _____

Confirmed interest to extend 6 months:

1. _____
2. _____
3. _____



NICK PRIMROSE

CHIEF OF REGULATORY
COMPLIANCE AT JAXPORT

OVERVIEW

Experienced attorney with both in-house general counsel and litigation experience. Practice has focused on high profile constitutional matters of law and public policy and regulatory compliance. Previously focused on insurance related legal matters.

COURT ADMISSIONS

United States Court of Appeals for the Eleventh Circuit, United States District Courts for the Northern, Middle and Southern District of Florida, and all Florida courts.

CONTACT INFORMATION

T: (440) 364-8298

E: nprimrose@gmail.com

EXPERIENCE

JACKSONVILLE PORT AUTHORITY (JAXPORT)

August 2020 – Present

Chief of Regulatory Compliance handling all aspects of legal and regulatory compliance in the areas of maritime law, contracts, environmental policy, emergency preparedness, and risk management. Providing legal and policy advice on the strategic plan and growth of JAXPORT. Serve as JAXPORT's liaison with the Jacksonville City Council Special Committee on Resiliency and the City of Jacksonville Office of General Counsel.

EXECUTIVE OFFICE OF THE GOVERNOR

Governor Ron DeSantis (January 2019 – August 2020)

Governor Rick Scott (August 2017 – January 2019)

Deputy General Counsel serving as a legal advisor to Governors DeSantis and Scott. Represented the Governors in litigation before state and federal courts. Provided oversight and litigation strategy on economic, transportation, healthcare, and election lawsuits. Managed the legal departments of executive branch agencies, including personnel issues and procurements. Served as *General Counsel* for the Division of Emergency Management (Jan. 2019 – Aug. 2020). Advised both Governors on judicial appointments and provide legal guidance for executive appointments and suspensions.

FLORIDA STATE UNIVERSITY, COLLEGE OF LAW

September 2019 – December 2019

Adjunct Professor co-teaching a class on Executive Power, a comprehensive look at the Executive Branch under both the United States Constitution and the Florida Constitution. The two-credit class was for 2L and 3L students providing not only a detailed overview of the constitutional provisions of executive power, but also utilizing caselaw to explore limitations and restraints on the power.

NATIONAL REPUBLICAN SENATORIAL COMMITTEE

September 2018 – November 2018

Election Day Operations Director for Rick Scott's Senate campaign, overseeing voting procedures and poll watchers for the 2018 Senate Election. Organized and trained 67 county-level legal teams to ensure the integrity of the election. Provided legal advice on election law issues. Managed the recount operations, including managing 70 retained attorneys and 16,000+ volunteers, providing training, developing practical materials, and collecting real-time data.

**LAW OFFICES OF CHRISTINA M. SANABRIA,
FARMERS INSURANCE GROUP OF COMPANIES**

August 2016 – August 2017

In-House Litigation Attorney with civil litigation practice focused on insurance and personal injury law. Managed a high-volume caseload with high exposure, large value claims. First-Chaired two successful jury trials.

WOOTEN KIMBROUGH, P.A.

August 2013 – August 2016

Associate Attorney with civil litigation practice focused on automobile negligence, premises liability, and products liability law. Managed a civil pre-suit and litigation caseload, including client relations and business development. First-Chaired two jury trials.

EDUCATION

BARRY UNIVERSITY SCHOOL OF LAW

Juris Doctor (May 2013)

Honors: **Rank:** 26/156 (Top 16%) **GPA:** 3.173/4.000
Book Awards (Highest Grade): Civil Procedure I, Trial Advocacy, Motions & Depositions, and Florida Evidence
Best Appellate Brief in Legal Research & Writing

Organizations: Trial Team: *President* (2012-2013), Witness of the Year 2013
Federalist Society for Law & Public Policy Studies: *President* (2011-2012), *Treasurer/Secretary* (2010-2011)

Publications: "Has Society Become Tolerant of Further Infringement on First Amendment Rights?" Barry L. Rev, Vol. 19: Iss. 2, Article 4 (Spring, 2014)
"Return Economic Substantive Due Process Rights: A Challenge to the Individual Mandate Using the Commerce Clause" (Spring, 2012)

DEPAUL UNIVERSITY

Master of Public Administration (June 2010)

Honors: Golden Key International Honor Society
School of Public Service Graduate School Student Representative

LAKE FOREST COLLEGE

Bachelor of Arts in Political Science, Minor in Communications (May 2008)

Activities: Division III Swim Team, Four-Time Conference Champion
General Assembly Student Representative
Delta Kappa Epsilon Fraternity

PROFESSIONAL ASSOCIATIONS & ACTIVITIES

Florida Elections Commission, Chair (August 20, 2021-Present)

Florida Freight Advisory Committee, Vice Chair (2021-Present)

Federalist Society for Law & Public Policy Studies, Member (2010-Present)

Florida Bar Governmental & Public Policy Advocacy Committee, Member (2018-Present)

Junior Achievement of Central Florida, Leadership Council (2016-2017)

Orange County Young Republicans, President (2016-2017)

James Madison Institute, Leadership Fellow, Class Two (2015-2016)

Barry University School of Law Alumni Association, President (2015)

SIGNIFICANT REPORTED CASES

Nancy Carola Jacobson, et al., v. Secretary of State, et al., 19-14223 (11th Cir. Apr. 29, 2020)

Advisory Opinion to Governor re: Amendment 4, 288 So. 3d 1070 (Fla. 2020)

Scott Israel v. Ron DeSantis, 269 So. 3d 491 (Fla. 2019)

Mary Beth Jackson v. Ron DeSantis, 268 So. 3d 662 (Fla. 2019)

Brenda Snipes v. Rick Scott, 2019 WL 163352 (N.D.Fla. Jan. 10, 2019)

Rec 8.22.22
Lenth 8.22.22
lyr 8.22.23



BOARD OF COUNTY COMMISSIONERS BOARD / COMMITTEE APPLICATION

8.22.22

DATE RECEIVED BY ST. JOHNS COUNTY

Thank you for expressing interest to be considered for appointment to committees, boards, commissions or advisory groups addressing land use appointed by the St. Johns County Board of County Commissioners. The County Commission appreciates your willingness to serve your fellow County residents in a volunteer capacity. Please complete this application to the best of your knowledge. (You may attach a resume and/or additional data. Please reference attachments in the appropriate section(s)).

Name: Donald G Rehberg District #: 4

Address: 432 Sebastian Square

City: St Augustine State: FL Zip: 32095

Phone #: 864 498 2911 E-mail Address: drehb29651@yahoo.com

How long have you been a legal resident of St. Johns County? 9 months

Most recent occupation/employer: Retired Executive Director Fluor Corporation

I am am not a registered voter in St. Johns County, Florida.

List all active professional licenses and certifications: _____

None

Educational background: BS Business Management & Administration Florida State University

Past work experience: 40+ years engineering, construction and maintenance of industrial and commercial facilities

Retired as Executive Director July 2021

Please list **all** civic clubs, professional organizations, public interest groups and other not-for-profit organizations of which you are a member or in which you have been active in the last three years, particularly those in St. Johns County.

1. Palencia Governance Document Committee 2. Palencia Fish Club

3. _____ 4. _____

Please list the location and size of all parcels of property in St. Johns County of which you have ownership:
Private residence 432 Sebastian Square St Augustine, FL Lot 11 approximatley 136 x 87 ft.

Please indicate any companies/industries doing business in St. Johns County in which you have a financial interest

(i.e., proprietary, partnership, stock holdings, etc.) _____

None

(Over)

Please indicate, by preference, all County committees, boards, or councils addressing land use in which you have an interest:

- | | |
|--------------------------------------|--|
| 1. <u>Contractor Review Board</u> | 2. <u>Industrial Development Authority</u> |
| 3. <u>Planning and Zoning Agency</u> | 4. _____ |

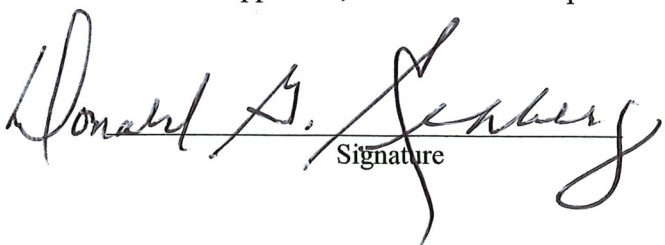
List three (3) personal or professional references:

1. Terry Shaw Chairman Palencia Government Document Committee 217 653 2220 twshawdc@hotmail.com
2. Dan Dickman President POA Palencia 904 907 7175 ddman95@yahoo.com
3. Robert Bass Retired Fire Chief Jacksonville, FL 904 509 5731 cbass7@bellsouth.net

You may use this space for a brief biographical sketch or to list other skills you possess that are relevant to the appointment you are seeking: (Please indicate in the space below if you are attaching your resume.)
Resume attached

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Signature

August 22, 2022
Date

**Please return completed application to:
St. Johns County Board of County Commissioners
500 San Sebastian View, St. Augustine, FL 32084
Phone: (904) 209-0300 Fax: (904) 209-0538**

Thank you for your interest!

For Office Use Only:
Mailed expiration letter: _____
Confirmed interest to extend 6 months:
1. _____
2. _____
3. _____

Professional Summary

DON REHBERG**Engineering, Construction & Maintenance Executive (Retired)**

Don has extensive experience in the engineering, construction, and maintenance services industry with increasing responsibility in strategy and sales management in oil and gas, chemical, renewable fuels, mining and metals, power, pharmaceutical, public sector, pulp and paper,

consumer products, food, commercial and light industrial. He has a record of successful integrated solution sales of engineering, procurement, fabrication, construction, construction management, program management, and maintenance. Don has extensive experience leading sales growth and teams to increase market share with a diverse client base. He has successfully managed client strategic alliances for work performed in the United States, India, Canada, and China.

Core competencies include:

- ▶ Market Planning and Positioning
- ▶ Account Management and Growth
- ▶ Strategy to Win
- ▶ Contract Negotiations
- ▶ Business Plans
- ▶ Marketing and Advertising
- ▶ 5-Year Business Plans
- ▶ Building Alliances and Partnerships
- ▶ RFP Development and Review
- ▶ Mentoring of Sales Representatives
- ▶ Sales Team Building and Leadership
- ▶ Customer Relationships
- ▶ Sales Goals and Achievement
- ▶ Growth Strategies

RELEVANT PROJECT EXPERIENCE

- ▶ **Fluor 2010 to 2021 (Greenville, South Carolina).** Executive Director of North America Region sales and strategy responsible for the United States and Canada markets for total and supplemental maintenance, asset management solutions, asset integrity, general presence contractor, sustaining capital, plant engineering, turnarounds, and shutdowns. Manage sales managers in Greenville, South Carolina; Schererville, Indiana; Houston, Texas Edmonton Alberta Canada and Sarnia Ontario Canada. Markets include oil and gas, mining and metals, pulp and paper, food and beverage, consumer products, automotive, and general manufacturing. Serves on Board of Directors of Fluor Driver, a joint company servicing Canada. Sales liaison responsibility for Fluor Driver in Canada within oil sands and refining for maintenance, turnarounds, and sustaining small capital. Developed strategic plans for growth in Gulf Coast, Western and Central United States, and Canadian markets to achieve annual and 5-year plans.

Representative accounts include Huntsman Chemical, Sabic, Suncor Energy, Rio Tinto, Alcoa, Procter & Gamble, Kimberly Clark, IBM, International Paper, Cargill, SunCoke, Michelin, Marathon, Graphic Packaging, DuPont Teijin, BMW, General Mills, Smucker's, Rand-Whitney, Imperial Oil and Logan Aluminum.

Representative new clients and initiatives:

- ◆ General Mills plants (3) in Tennessee and Georgia
- ◆ SunCoke plants (5) in Ohio, Illinois, Indiana, and Virginia
- ◆ Huntsman plants (4) in Texas Gulf Coast area
- ◆ Procter & Gamble plants (16)

- ◆ International Paper mill sites (five)
- ◆ DuPont-Teijin site in Hopewell, Virginia
- ◆ Rand-Whitney site in Montville, Connecticut
- ◆ Suncor Energy site in Sarnia Ontario
- ◆ Imperial Oil site in Norman Wells, Alberta, Canada
- ◆ Integrated Stork a Fluor Company acquisition specialty services into North America sales plan and strategy for growth
- ◆ Developed and managed Gulf Coast, Mid-West, and Western United States, and Canada initiative to grow market share

- ▶ **Chemtex International, (Wilmington, North Carolina).** Vice President of sales responsible for U.S. business development, international projects for U.S.-based companies, and global alliance management with Praxair and Burns & McDonnell. Sales included work performed in the United States, Mumbai, Bangalore, India HVE centers, and offices in Shanghai and Beijing, China. Industries included chemical and process, oil and gas, renewable fuels, and power.

Selected accomplishments:

- ◆ 100-percent growth of HVE hours with alliance partners for power and refining projects
- ◆ Developed a partnership for turnkey biodiesel plant solution
- ◆ Developed a partnership for EPCM capability for refining, chemical, renewable fuels industries
- ◆ Developed a strategic partnership for power industry
- ◆ Award of engineering for cellulosic to ethanol commercial scale plant

- ▶ **BE&K Building Group, (Birmingham, Alabama).** Executive Process Sales responsible for chemical, oil and gas, and renewable fuels industry sales. Managed and coordinated sales out of Alabama, North Carolina, Texas, and Delaware offices. Duties included business plan development, market analysis, account

management, strategic planning, and sales goal attainment.

Selected accomplishments:

- ◆ Diversified Birmingham, Alabama office customer base to include refining and biofuels
- ◆ Awarded construction for Ergon Refining capacity expansion
- ◆ Awarded construction of 53.5 MGY ethanol plant for Bunge Ergon
- ◆ Award of engineering and construction and project management of major refining expansion for Hunt Refining (\$850 million TIC)

- ▶ **Chemical and Process Group, (Newark, Delaware).** Executive Process Sales responsible for company process sales team in multiple offices and proposal group for chemical, refining, pharmaceuticals, and renewable fuels markets. Duties included supervision of sales managers, budgets, market analysis and strategic plan, developing and achieving business plan, account management.

Selected accomplishments:

- ◆ Increased group sales 131 percent in 1 year.
- ◆ Diversified work load in Delaware office from 90-percent DuPont, 10-percent other to 60-percent Dupont, 40-percent other in 2 years. Customers included Arkema, Hercules, Honeywell, Solvay Solexis, Valero, Sunoco, ConocoPhillips, and Ineos.
- ◆ Award of EPCM chemical expansion for Arkema in Calvert City, Kentucky.
- ◆ Award of EPC for 40 MGY ethanol plant Lexington, Nebraska.
- ◆ Diversified sales to target refining, pharmaceutical, and ethanol projects.
- ◆ Used offshore HVE center in India for two projects in China and one in Maine.

- ◆ Developed strategy for chlor-alkali market and teamed with technology provider for three EPC projects.
- ◆ Developed corporate and regional plant engineering alliance with Hercules.
- ▶ **Process Group, (Greenville, South Carolina).** Director of Business Development, chemical and process, food and beverage, and renewable fuels responsible for supervision of business development managers, sales budget, account management, and industry strategic plans. Led teaming agreement with Constellation Energy Source and Bio-Renewable Group for biofuels.
- ▶ **Fluor, (Cincinnati, Ohio).** Executive Director of sales responsible for global sales for consumer products group including tissue towel, food and beverage, home products, pulp and paper, and personal care. Responsibilities included Procter & Gamble global account, management of business development, budget, market strategy, account plans, annual and 5-year plans, business development, and sales accountability including proposal and marketing coordinator oversight.
- ▶ **Raytheon Engineers & Constructors (Rust Constructors),** Vice President sales, pulp and paper responsible for global pulp and paper industry sales and managed the International Paper Alliance. Responsibilities included management of five business development managers, budget, market strategy, account and closure plans, annual and 5-year plans, and business development sales accountability in the United States, Latin America, Asia, and Europe. Responsibilities included management of proposal and marketing coordinators.

Director Business Development, pulp and paper responsible for sales and marketing of engineering and construction services for key accounts in the pulp and paper industry. Duties included account management, strategy and development of prospective work, presentations, proposals and contract negotiations. In 1998 was responsible for 90 percent of sales.

Director Business Development, Rust Constructors responsible for marketing and sales of construction services in support of other Rust companies and independently for industrial, process, pulp and paper, environmental and infrastructure, government, and power industries. Services included construction, construction management, marine, and demolition.
- ▶ **Fluor (Fluor Daniel), (Greenville, South Carolina).** Director Business Development, pulp and paper business unit responsible for sale of full lifecycle of services for pulp and paper industry including engineering, construction, and maintenance. Duties include development of business plans and strategy for generating business with target clients and prospects, development of proposals, qualifications, presentations, and contract negotiations.
- ◆ **Public Group (Greenville, South Carolina).** Manager Business Development responsible for sales for public work at federal, state, and county sectors for the eastern United States. Sold full lifecycle engineering and construction management services for facilities such as prisons, convention centers, and universities.
- ◆ **Commercial and Light Industrial Group, Florida Operations Office (Jacksonville, Florida).** Manager Business Development, responsible for all aspects of sales for new and repeat business in Florida and Georgia.
- ◆ **Industrial Sector, (Greenville, South Carolina).** Sales Coordinator responsible for qualifications, proposals, presentations, and materials for the industrial business sector. Provided support and liaison between operations and sales staff. Industries included pulp and paper, metals, transportation, government, aerospace and defense, commercial, automotive, food and consumer products, and corrections.
- ▶ **Human Resources Management.** Responsibilities included division management, recruitment of professional, technical and craft positions, wage, salary and benefits programs, industrial relations, performance appraisal system, affirmative action, targeted job tax credit program, and out-placement. Project assignments included:

KEY PERSONNEL BIOS

- ◆ Carolina Power & Light, New One-Unit Nuclear Power Plant (New Hill, North Carolina)
- ◆ Augusta News Print, New Paper Machine, Wood Yard, and Boiler (Augusta, Georgia).
- ◆ Weyerhaeuser Paper Company, New Paper Mill (Columbus, Mississippi)
- ◆ Union Camp Corporation, New paper mill (Eastover, South Carolina)
- ◆ Kimberly Clark, New Wood Yard, Pulp Mill Upgrade (Childersburg, Alabama)
- ▶ **Milliken Textiles, (Greenville, South Carolina).** Production Manager responsible for 25 employees in the spooling and winding departments. Responsibilities included production, training, waste, housekeeping, maintenance, safety, and inventory control.

EDUCATION

B.S., Business Management and Administration, Florida State University

- ▶ TAPPI
- ▶ Construction Users Round Table (CURT)
- ▶ Southeastern Construction Owners & Associates

PROFESSIONAL ASSOCIATIONS

- ▶ AIChE/Engineering Construction Contracts
- ▶ CURT (Construction Users Round Table) & CII
- ▶ Renewable Fuels Association
- ▶ NPRA
- ▶ TAPPI
- ▶ Titanium Association
- ▶ Society of Mining & Exploration

SPECIAL TRAINING

- ▶ Project Finance Development
- ▶ Contract Negotiations
- ▶ Ethics Training
- ▶ Claims Management
- ▶ Change Order Management
- ▶ Strategy to Win
- ▶ Six Sigma
- ▶ Communications Workshop
- ▶ Effective Writing
- ▶ Effective Presentations
- ▶ Leadership Training
- ▶ ILead
- ▶ G.E. Management Workshop
- ▶ Effective Negotiations
- ▶ Account Management