

**COLUMBIA COUNTY ECONOMIC DEVELOPMENT BOARD**

**259 NE Franklin, Suite 101  
Lake City, FL 32055**

**LAKE SHORE HOSPITAL AUTHORITY**

**259 NE Franklin, Suite 102  
Lake City, FL 32055**

**AGENDA**

**4:00 P.M.**

**October 3, 2012**

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- 1. Call to Order: Commissioner Ronald Williams**
  - 2. Pledge to U.S. Flag**
  - 3. Roll Call**
  - 4. Request Guest to Sign In**
  - 5. \*Approve Minutes from Board Meeting Held September 5, 2012**
  - 6. \*Accept the Financials for the Month Ending August, 2012**
  - 7. Old Business**
    - a.**
    - b.**
    - c.**
  - 8. New Business**
    - a. Suwannee Lumber - local incentive request – Phil Amrell, VP, Plant Manager**
    - b. BCC Invitation for October 9 Special Meeting**
    - c.**
  - 9. Director’s Report – Jesse Quillen**
  - 10. Other Discussion**
  - 11. Topics for Future Meetings**
  - 12. Next Advertised Meeting: November 7, 2012, Unless Changed by Committee  
Meeting time 4:00 p.m. unless changed by Board**
  - 13. Adjournment**
- \* DENOTES BOARD ACTION REQUIRED**

Columbia County

**ECONOMIC DEVELOPMENT BOARD**

Minutes of

**September 05, 2012**

The Economic Development Board met in a regularly scheduled meeting at the Lake Shore Hospital Authority building.

The meeting was called to order at 8:30 a.m. Chairman Williams led in the Pledge of Allegiance to the Flag of the United States of America. Roll-call followed.

**Members in Attendance:**

Ronald Williams, Marc Vann, Stephen Douglas, Gus Rentz, Jeff Simmons, Glenn Owens, Charles Hall and Wendell Johnson.

**Others in Attendance:**

Economic Development Director Jessie Quillen, Deputy Clerk Sandy Markham, Attorney Heather McGinnis (in place of Attorney Joel Foreman), and Commissioner Rusty DePratter.

**Members Absent:**

Terry Dicks

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**Minutes of August 01, 2012**

There was a motion and a second to approve the minutes. The motion carried unanimously.

**Financial Report for the Month Ending July 2012**

There was a motion and a second to approve the Financial Report.

Clarification was requested regarding the expenditure reflected in the “per diem” line of the report. Director Quillen said that he would research and provide clarification.

The motion carried unanimously.

## **Logistics Program**

Dr. Charles Hall gave an update on the logistic programs currently being offered at Florida Gateway College.

## **Featured Local Business - HUB Industrial**

Gabriel Curry, President of HUB Industrial introduced the business. He gave a PowerPoint presentation on HUB Industries which began in Columbia County in 1990.

## **Meeting Schedule**

There was discussion as to whether meeting at 4:00 p.m. would be more conducive to everyone's work schedules than meeting at 8:30 a.m. The opinions were mixed, but all agreed to try meeting at 4:00 p.m. for a period of 6 months.

There was a motion and a second to begin meeting at 4:00 p.m. on the 1<sup>st</sup> Wednesday of each month for a period of six months beginning in October. The motion carried unanimously.

## **Director's Report**

Director Quillen provided a Director's Report, which is attached to the original minutes.

## **Job Vacancy**

Dedra Hollingsworth is no longer an employee of Economic Development. This vacancy has been advertised and will close on Friday, September 07, 2012. Director Quillen said there have been approximately 28 applicants apply and it appears there is a good pool to select from.

## **Plum Creek Catalyst Site**

Director Quillen gave a brief update.

Stephen Douglas would like to see Plum Creek kindly be encouraged to press forward with taking care of the railroad issue first and foremost, because in his opinion it is critical to the success of the Inland Port Project. Commissioner Williams felt it would be best to let Plum Creek move at their own pace. There was discussion. All agreed the railroad is needed, but opinions differed as to just how critical the railroad is to the success of the project. No action was taken.

## **CMS**

Glenn Owens commended Director Quillen and Attorney Joel Foreman for a job well done with the CMS Project.

### **Future Topics**

Chairman Williams would like to see a joint meeting between the Economic Development Board and the Board of County Commissioners for the purpose of discussing Project Christmas, a catalyst site project in Suwannee County that will offer at least 350 jobs to begin with.

### **Next Meeting**

The next meeting will be on October 03, 2012. The meeting will be scheduled for 4:00 p.m. instead of 8:30 a.m.

### **Adjournment**

There being no further business to come before the Board, the meeting adjourned at 10:40 a.m.

ATTEST:

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Ronald Williams, Chairman  
Economic Development Board

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P. DeWitt Cason  
Clerk of Circuit Court

# FUND 304 INDUSTRIAL DEVELOPMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	AUGUST TRANSACTIONS	FISCAL YEAR TO DATE
<b>ADMINISTRATION</b>				
304-2000-552.10-12	SALARIES	130,000.00	9,854.10	100,489.91
304-2000-552.10-21	FICA TAXES	9,945.00	747.52	7,636.93
304-2000-552.10-22	RETIREMENT	6,926.00	605.22	6,125.43
304-2000-552.10-23	HEALTH & LIFE INSURANCE	10,548.00	437.40	1,516.20
304-2000-552.10-24	WORKERS COMP	283.00	-	163.11
304-2000-552.30-31	PROFESSIONAL SERVICES	10,000.00	-	22,447.87
304-2000-552.30-32	AUDIT/ACCOUNTING FEES	3,500.00	-	3,500.00
304-2000-552.30-35	ADMINISTRATIVE FEES	10,000.00	-	14,600.00
304-2000-552.30-40	TRAVEL & PER DIEM	20,000.00	217.99	2,114.30
304-2000-552.30-41	COMMUNICATIONS	10,000.00	84.98	1,617.62
304-2000-552.30-42	POSTAGE	1,000.00	-	0.00
304-2000-552.30-44	RENTAL & LEASES	15,000.00	2,267.95	13,014.82
304-2000-552.30-45	GENERAL INSURANCE	2,000.00	-	4,286.00
304-2000-552.30-47	PRINTING	2,000.00	144.99	1,171.19
304-2000-552.30-49	OTHER CHARGES	0.00	86,000.00	86,000.00
304-2000-552.30-51	OFFICE SUPPLIES	3,000.00	59.50	2,994.12
304-2000-552.30-54	DUES & SUBSCRIPTIONS	5,000.00	500.00	5,397.80
304-2000-552.30-55	TRAINING	2,000.00	-	0.00
304-2000-552.60-64	EQUIPMENT PURCHASES	0.00	-	8,415.32
<b>CTI PROJECT</b>				
304-2000-558.30-31	PROFESSIONAL SERVICES	120,000.00	1,490.73	35,469.13
304-2000-558.60-62	ROAD CONSTRUCTION	780,000.00	442.00	442.00
<b>IDA</b>				
304-2001-550.80-80	TAX ABATEMENT	0.00	-	38,790.00
<b>CATALYST DEVELOPMENT</b>				
304-2020-552.80-05	CATALYST DEVELOPMENT	240,000.00	3,446.75	281,502.72
<b>HOMES OF MERIT</b>				
304-5520-552.70-71	PRINCIPAL	151,369.00	83,193.39	203,481.10
304-5520-552.70-72	INTEREST	20,031.00	1,222.18	9,484.68
<b>TARGET</b>				
304-5530-552.70-71	PRINCIPAL	365,872.00	-	272,058.06
304-5530-552.70-72	INTEREST	123,926.00	-	95,290.65
<b>INTERFUND TRANSFERS OUT</b>				
304-8100-581.91-91	UTILITIES FUND	300,000.00	-	300,000.00
<b>FUND TOTAL</b>		4,943,708.00	190,714.70	1,518,008.96

1. Name of project or new business: Suwannee Lumber Company DBA Lite My Fire
2. Provide Contact Information: Philip Amrell, cell-352-356-0272
3. Location: 854 Guerdon St, Lake City, FL 32055
4. Description of new business or project: Corbitt was sold off as an asset sale leaving behind a large empty production facility and an even larger mess. Suwannee Lumber Company intends to open and redevelop the old Corbitt Manufacturing facility as a premium firewood manufacturing plant, eventually adding mulch processing and bagging. Our process will be to:
  - A) Reinstate the fire wood business by securing customers, repairing or replacing packaging lines and equipment, and staffing location. (target completion date of 09-04-12)
  - B) Return the property and buildings to above acceptable status. There are two Buildings that will need to be demolished and several others that need updating and renovation. The property itself will require years of clean up effort as the previous owners allowed wood and other debris to accumulate and over run the facility. (target completion date of 12-31-14)
  - C) Install mulch processing and bagging equipment. This will allow us to make better use of the property and also allow us to grow our current business. (target completion date of 12-31-14)
5. Describe the impact on the local economy of your business and include any ancillary impacts:

Suwannee Lumber Co. has already created 23 job positions (11 full time, 12 full time seasonal). Besides the employment opportunities, this facility will also be purchasing from local businesses, using local repair shops, and employing independent contractors for construction/demolition projects. We will also use up to 500 loads of hardwood per year that will come from nearby areas.
6. Anticipated Capital Investment required for the project: 1,500,000.00
7. Anticipated number of permanent employees within one year of completion of construction: 25
8. Anticipated number of part-time workers within one year of completion of construction: 50(seasonal)
9. Anticipated number of construction workers: 15-20
10. Anticipated percentage of construction dollars to be spent with local business: 10%
11. Average wage of permanent workers: 15.00/HR
12. Anticipated date for start of construction: In process
13. Anticipated date for start of normal business operations: 09-04-12
14. Anticipated annual sales: 800,000.00 – 1,500,000.00

15. Describe any environmental impacts of the business:

All impact will be positive for the environment. We intend to clean up all the waste and accumulated debris to create a healthy, safe working environment. We will do this by using as much organic material as possible in constructive ways. IE: Wood fiber can be chipped and processed for waste fuel. Fines and dirt can be screened and used for soil products. We will also clean up and dispose of all inorganic waste in the proper manner.

16. Please provide verification that the availability of local incentives is a signification factor in your location/expansion decision.

Suwannee Lumber Co. has already begun the process of reinstating the fire wood processing line. This project has proven to be challenging in almost every aspect along the way. We have almost doubled our original budget and have yet to work on drainage and roadway issues within the property. Any help in these areas would allow us to be more efficient and make better use of the property and therefore accelerate the expansion and growth needed to create up to 100 jobs in the next 12 months.

17. Anticipated annual state sales tax generated: N/A. The majority of sales are wholesale.

18. Anticipated annual county sales tax generated: N/A. The majority of sales are wholesale.

19. Sales tax generated by construction: Est. 7000.00

20. Anticipated annual real estate taxes: 21,000.00

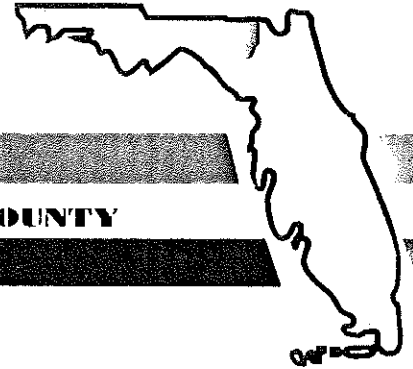
21. Specifically describe what the local community can do for you to secure your location decision:

At this time we could use some assistance in updating the drainage and infrastructure on the property. We would also like to see if any assistance is available for the clean up process, as this facility has been neglected for the past twenty years and will be a huge undertaking. Thank you very much for your consideration in these matters.





District No. 1 - Ronald Williams  
District No. 2 - Rusty DePratter  
District No. 3 - Jody DuPree  
District No. 4 - Stephen E. Bailey  
District No. 5 - Scarlet P. Frisina



**BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

**MEMORANDUM**

**TO:** Board of County Commissioners  
**FROM:** Lisa K.B. Roberts *LKR* Administrative Manager  
**DATE:** September 27, 2012  
**SUBJECT:** BCC Special Meeting

Please be advised that a special meeting of the Columbia County Board of County Commissioners has been scheduled on Tuesday, October 9, 2012 commencing at 6:00 p.m. in the entertainment building of the Columbia County Resources located at 438 SW SR 247, Lake City, Florida.

The purpose of the meeting is to allow the Events Center Fact Finding Committee and Clemons & Rutherford Architects the opportunity to give a presentation of the proposed Events Center. No action by the Board will be requested.

By copy of this memorandum, the Columbia County Economic Development Board and Lake City/Columbia County Chamber of Commerce Board are invited to attend the above stated meeting.

Further, by transmittal of this memorandum the Lake City Reporter is notified of the above meeting. Attached hereto is a "Public Notice" in which the Lake City Reporter is requested to run one time as indicated on the Notice.

If I may be of further assistance in this matter, please contact me at (386) 758-1005.

XC: Dale Williams, County Manager  
Marlin Feagle, County Attorney  
P. DeWitt Cason, Clerk of Circuit Courts  
Sandy Markham, Deputy Clerk  
Economic Development Board Members  
Jesse Quillen, ED Director *JQ*  
Lake City/Columbia County Chamber of Commerce Board Members  
Dennille Decker, Director, Lake City/Columbia County Chamber of Commerce

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.  
AND THIRD THURSDAY AT 7:00 P.M.

## Columbia County Economic Development Department

Executive Activity Summary

September 2012

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### Meetings with:

Michael Preston, Governmental Relations – Enterprise Florida  
Lake City Rotary Club  
County Department Head meetings with Division Chief, Lisa Roberts  
Billy Nettles, Nettles Sausage  
Hosted a Bio-mass prospect along with FPL  
Leadership Lake City  
JAXPORT/Plum Creek Meeting at FGC  
Mike McKee, Media & Communications – FGC – working on a promotional video to post on web  
Dave Clanton, Lake City Public Works  
Suwannee County BCC Project Christmas Public Hearing x 2  
Dale Williams, Suwannee Lumber site visit  
I-75 / Hwy. 47 Interest Group Meeting  
Numerous EDD Office Manager candidates  
EDD Office Manager Interviews

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Significant time has been spent talking, meeting and interviewing “Office Manager” candidates. In fact, as of Friday – 09/28, we have finished interviewing the final five candidates. We had narrowed the field to six but one actually accepted another job before we could get to her. The plan at this stage is to give this process thought and consideration over the weekend before proceeding. There are three possible courses of action at this point: 1) make a hiring decision, 2) choose more candidates to interview from the applicant pool and 3) re-advertise. I’m in no rush and only want to make the very best decision for the Department.

I remain encouraged about the possibilities with the I-75/Hwy. 47 group. Although we didn’t take a quantum leap this past week in our meeting with Lake City public works, we are engaged and continue to provide a forum where good things will one day happen. Certainly, there is a need to communicate regularly with the landowners in this area and keep them informed and encouraged. Dave Clanton advised that the City will be hosting a Utility Committee meeting soon to discuss infrastructure priority and we should certainly be present to show and share our desires.

Activity continues around the NFIP (North Florida Intermodal Park). Recently, Plum Creek hosted a meeting featuring JAXPORT’s Lisa Diaz. Lisa is the Manager, Foreign Trade Zone and Customer Service with JAXPORT. This meeting was held at FGC and was a productive meeting aimed at introducing Lisa to Columbia County development efforts. She expressed her sincere thanks for this opportunity and stated her desire to get involved and participate in our efforts going forward.