



Agenda
Tuesday, May 18, 2021
9:30 a.m.
Jekyll Island Convention Center
JIA Committees and Meeting

Due to the current COVID-19 pandemic, special remote procedures will be in place for this meeting.

Public Remote Attendance:

- This meeting will be streamed to YouTube at:
<https://www.youtube.com/channel/UCuWsJpfyPMTCr66XoVFLdOA>
- Meeting documents and public comments are available at:
<https://www.jekyllisland.com/jekyll-island-authority/board-directors/>

Public Comment

Written public comments can be submitted online until 12:00 noon on Monday, May 17th at the JIA Board of Directors website (above). The name of the person and the topic of the comment will be read into the record. The full public comment will become part of the permanent record. Opportunities for in-person public comment will be offered at the Board meeting.

Chairman, Joseph B. Wilkinson, Jr. – Call to Order

I. Historic Preservation/Conservation Committee

Bob Krueger, Chair

- A. Comprehensive Waste/Recycling Assessment and Planning Update – Ben Carswell, Director of Conservation

II. Finance Committee

Bill Gross, Chair

- A. April Financials – Bill Gross, Chair

III. Human Resources Committee

Buster Evans, Chair

- A. No Report

IV. Marketing Committee

Joy Burch-Meeks, Chair

- A. Report from Marketing Department – Alexa Orndoff, Director of Marketing and Communications and Kevin Udell, Sales Manager

V. Legislative Committee

Trip Tollison, Chair

- A. No Report

VI. Committee of the Whole

Joseph B. Wilkinson, Jr., Chair

- A. Request for Proposal (RFP) #366 - Phase I & II Archaeological Investigations of the Jekyll Island Golf Courses – Jones Hooks, Executive Director and Andrea Marroquin, Curator
- B. Request for Quotation (RFQ) #342 - Sewer Cleaning and Mapping Award – Appeal Hearing Decision
- C. Ordinance #O-2021-2, Rental of Certain Vehicles, Second Reading and Consideration of Adoption – Melissa Cruthirds, General Counsel
- D. Assignment of Lease for Caroline’s Gifts – Maria Humphreys, Lease Manager
- E. First Amendment to Rental Agreement with Lighthouse Trolleys - Melissa Cruthirds, General Counsel
- F. Executive Director’s Report – Jones Hooks, Executive Director
- G. Chairman’s Comments – Joseph B. Wilkinson, Jr., Chairman

If Needed - 5 Minute Break

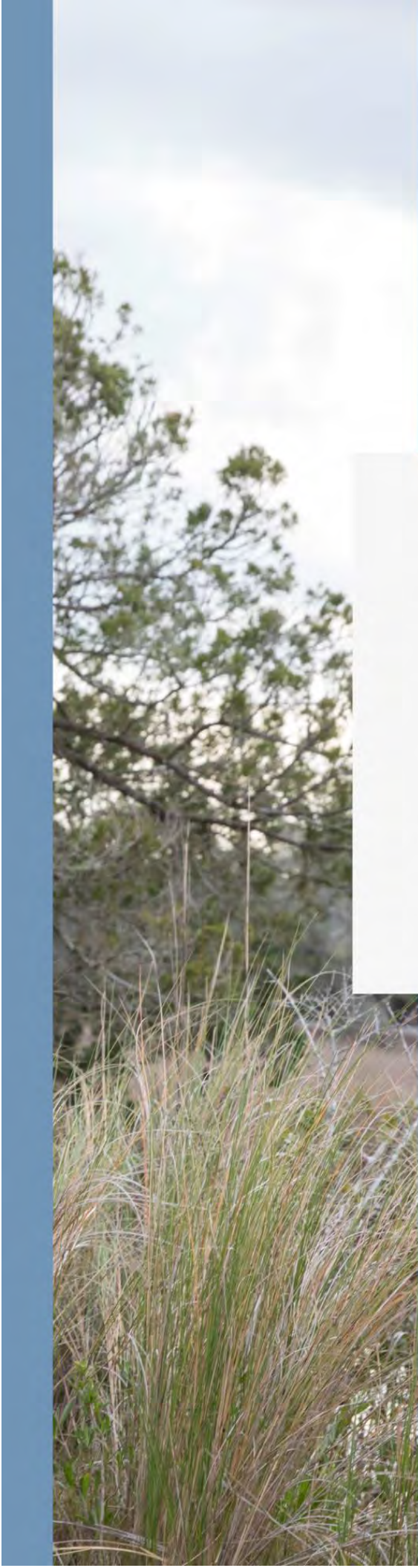
Board Meeting Agenda

Chairman, Joseph B. Wilkinson, Jr. – Call to Order

Action Item

- 1. Minutes of the April 20, 2020 Board Meeting
- 2. Request for Proposal (RFP) #366 - Phase I & II Archaeological Investigations of the Jekyll Island Golf Courses
- 3. Request for Quotation (RFQ) #342 - Sewer Cleaning and Mapping Award – Appeal Hearing Decision
- 4. Ordinance #O-2021-2, Rental of Certain Vehicles, Second Reading and Consideration of Adoption
- 5. Assignment of Lease for Caroline’s Gifts
- 6. First Amendment to Rental Agreement with Lighthouse Trolleys

Adjournment



CIRCULARITY INFORMATICS LAB
UNIVERSITY OF GEORGIA

--Excerpt from

CIRCULARITY
ASSESSMENT

Jekyll Island

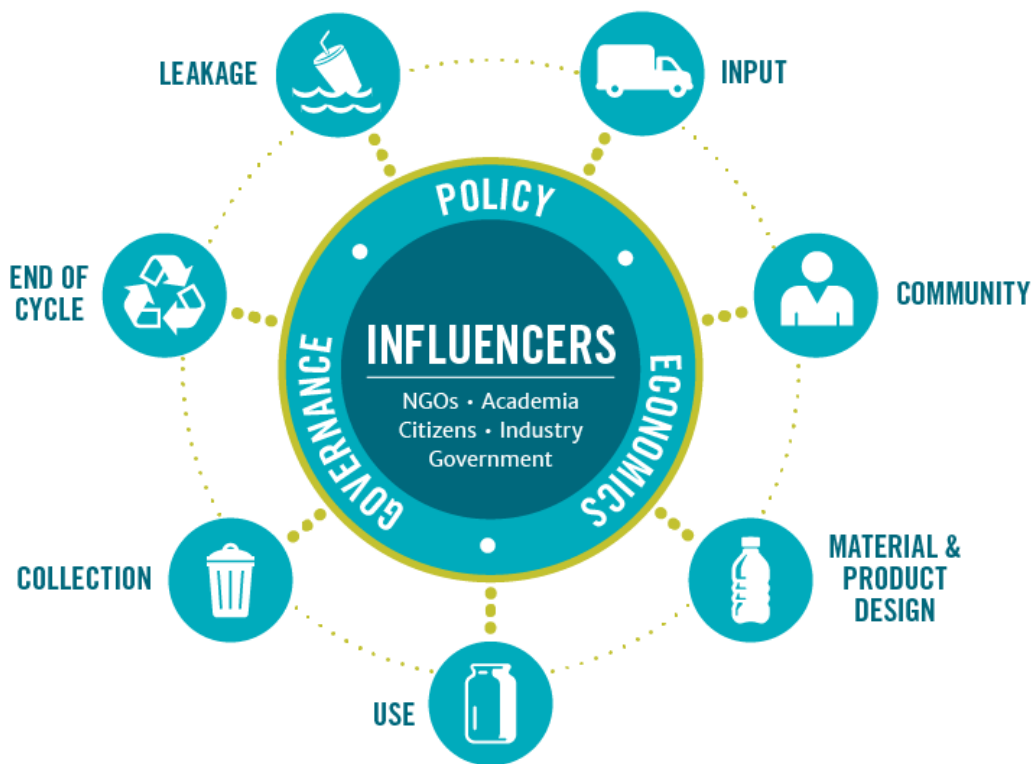
JAMBECK RESEARCH GROUP

Kathryn Youngblood, Quinn O'Brien, Jenni
Mathis, Katherine Shayne, Emily Roberts,
Jenna Jambeck

Draft, Page 3

EXECUTIVE SUMMARY

Developed by the Circularity Informatics Lab at the University of Georgia, the Circularity Assessment Protocol (CAP) is a standardized assessment protocol to inform decision-makers through collecting community-level data on plastic usage. Grounded in materials flow and systems thinking concepts, the CAP uses a hub-and-spoke model to holistically characterize how consumer plastic flows into a community, is consumed, and flows out, either through waste management systems or leakage into the environment. The model, shown below, is comprised of seven spokes: input, community, material and product design, use, collection, end of cycle, and leakage. At the center, the system is driven by key influencing stakeholders such as industry and government and by influencing mechanisms such as policy as economics.



In February and August 2020, a team from the Circularity Informatics Lab conducted field work on Jekyll Island, a historic state park in coastal Georgia and popular tourist destination. The CAP was conducted with support from the Jekyll Island Authority. Field work included product and packaging assessments in stores across the island; key stakeholder interviews with government, industry, and non-profit organizations; material type characterizations for consumer plastic items; cost analysis of reusable products and alternatives to plastic available on the island; visual audits of recycling contamination; identification of public waste and recycling collection bins; waste characterization of hotel and public waste streams; and litter transects in densely populated areas. Key findings from each spoke are summarized in the following table.

KEY FINDINGS

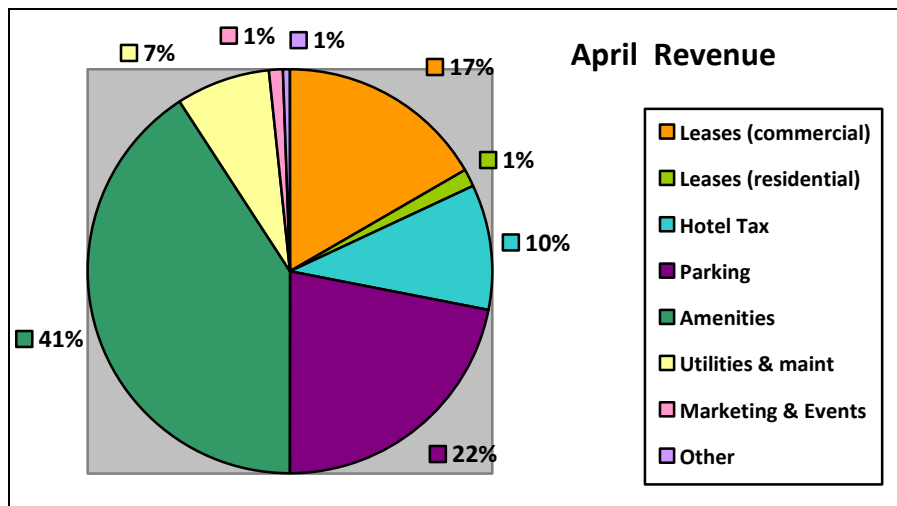
INPUT	Consumer plastic from convenience items like beverages, candy, and snacks originates within the U.S., traveling on average 1,300 km to Jekyll Island.
COMMUNITY	While several stakeholders expressed that policy would not be a culturally appropriate lever to target plastic pollution on Jekyll Island, businesses across the island have voluntarily switched to products perceived as more environmentally friendly. Visitor responses and level of awareness around the issue are reported as mixed, with many stakeholders recognizing that plastic pollution is a problem globally but not perceiving it as a problem locally.
PRODUCT DESIGN	Although some businesses are using more expensive compostable alternatives to plastic, industrial composting facilities are not available on the island and these items will not biodegrade in the environment.
USE	Reusable products are available at many stores and gift shops across the island, but they often come at a price premium of over 200% more compared to single-use plastic. For both businesses and consumers, cost is a key barrier to switching to alternatives to plastic.
COLLECTION	Public recycling is available across the island, but bins often contain high levels of contamination. Many hotels do not provide guest recycling due to prohibitive costs, and some businesses that rely on the Jekyll Island Authority to manage their waste stream do not have access to recycling.
END OF CYCLE	Private haulers take waste and recyclables off the island. Waste generated on Jekyll Island has a particularly high fraction of organics and plastics, likely related to the transient tourist population on the island. Recyclables are taken to a materials recovery facility for processing; glass and #3-7 plastics have no resale markets for recycling.
LEAKAGE	Tobacco products and single-use plastic food packaging take the lead as primary litter categories, both in the community and in the environment.

MEMORANDUM

TO: FINANCE COMMITTEE
FROM: MARJORIE JOHNSON
SUBJECT: APRIL FINANCIAL STATEMENTS
DATE: 5/8/2021

Revenues

Revenues for April were \$2,477,632 which reflects an unfavorable \$4K (0%) variance from budget. Revenues reflect a favorable \$1.4M (7%) variance from year-to-date budget and an unfavorable \$190K variance from the prior year to date revenues.



The largest variances for the month were:

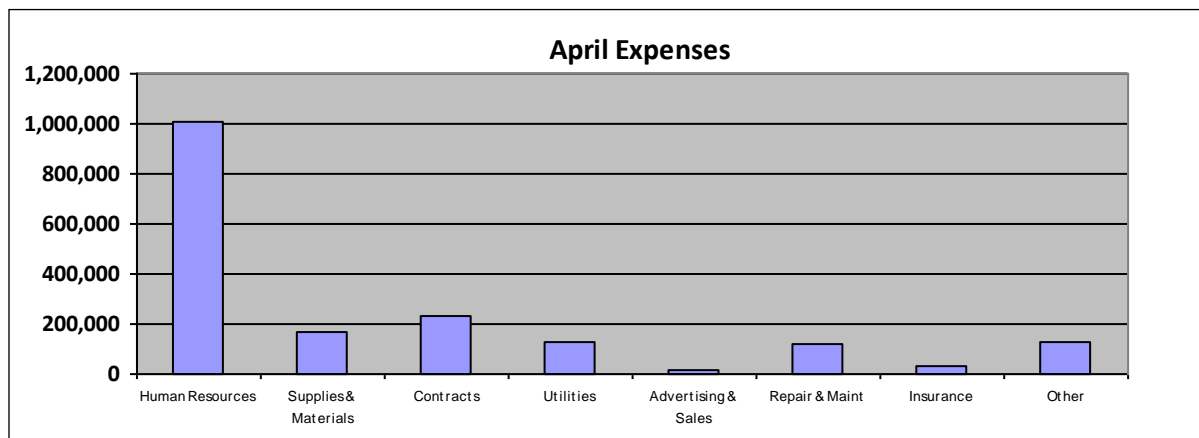
- Parking (+\$197K) – The weather remained nice and Spring break traffic continued very strong into April.
- Convention Center (-\$380K) – The center held 14 events this month resulting in \$86K in gross revenue. These events covered 18 event days with a total of 2,790 attendees.
- Campground (+\$43K) – Site rentals and concession sales continue to be better than budget again this month. Campground revenues have been up consistently for the past year, reflecting a \$486K favorable variance from prior year to date revenues.
- Hotel/Motel Taxes (+\$41K) – Hotel revenues from March were better than anticipated. Taxes received in April are based on March room income.

Expenses

Expenses were \$1,835,621 for April and reflected a favorable budget variance of \$277K (13%) for the month. Expenses also reflect a favorable \$2.6M (13%) variance from year-to-date budget and a favorable \$2.9M variance from Prior Year to Date expenses.

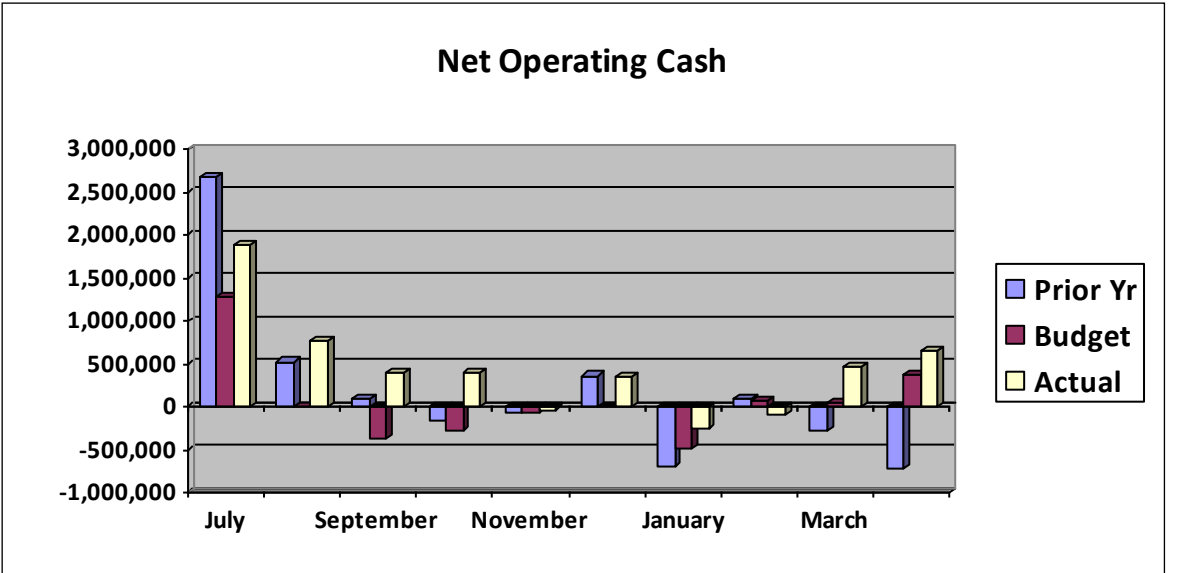
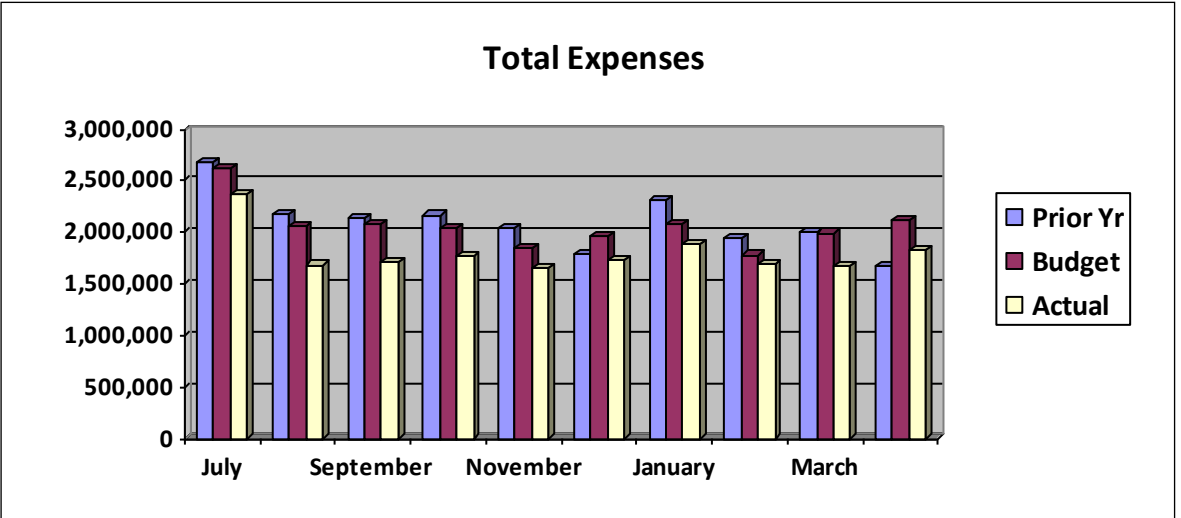
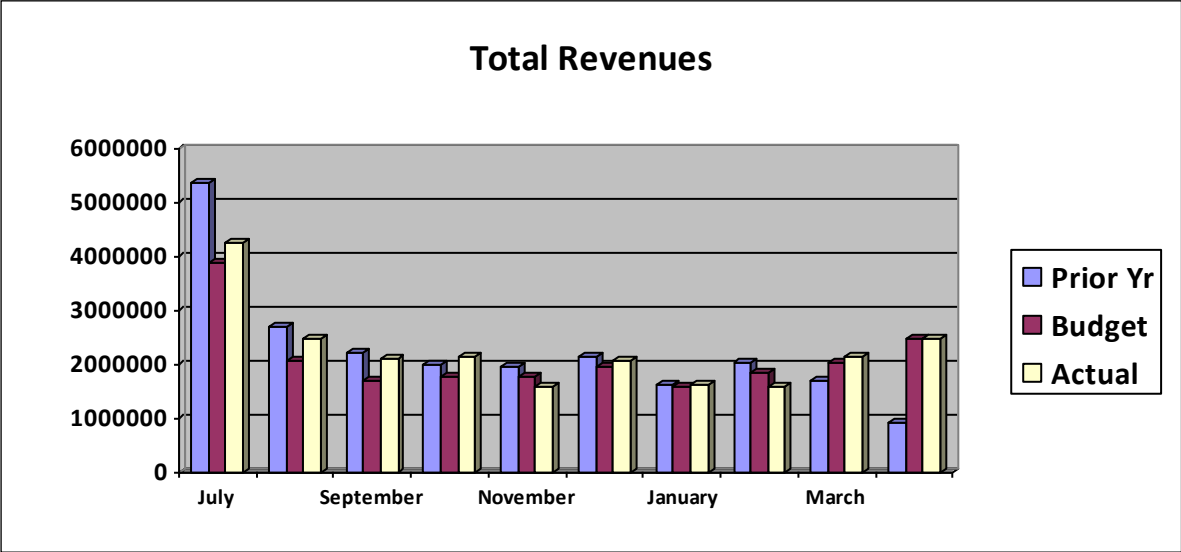
The largest budget variances for the month were:

- Human Resources (-\$101K) – vacant positions – full and part time.
- Advertising & Sales (-\$74K) – advertising expenses were reduced during COVID. The staff is also transitioning to a more digital format instead of print, which will also save money.
- Repairs & Maintenance (-\$49K) – Some of this will be spent by year end; several projects were held back early in the year due to COVID concerns.
- Contracts (-\$37K) – Convention Center has several vacant positions.



Net Operating Cash

The Net Operating Cash Income for the month is \$642,011, which is a \$273K favorable variance from the budgeted net operating cash income of \$369,334. Net Operating Cash Income reflects a favorable \$4M variance from year-to-date budget and a favorable \$2.7M variance from prior year to date income.



Jekyll Island Authority
CONSOLIDATED BUDGET COMPARISON
For the Ten Months Ending April 30, 2021

	MONTH	MONTH	BUDGET		YTD	YTD	BUDGET		PRIOR	VARIANCE	
	ACTUAL	BUDGET	VARIANCE	%	ACTUAL	BUDGET	VARIANCE	%	YEAR	ACTUAL	VARIANCE
			(000's)	%			(000's)	%		(000's)	%
Revenues											
Administration											
Business Leases	410,022	402,486	8	2%	4,070,177	4,119,424	(49)	-1%	4,004,329	66	2%
Hotel Tax	175,427	146,562	29	20%	1,400,128	1,212,256	188	15%	1,286,195	114	9%
Tourism Development Fund	75,183	62,812	12	20%	600,055	519,538	81	15%	539,021	61	11%
Parking	540,343	342,973	197	58%	3,997,783	3,052,968	945	31%	3,198,763	799	25%
Interest	434	800	(0)	-46%	4,215	7,600	(3)	-45%	7,995	(4)	-47%
Lot Rentals	35,596	2,000	34	1680%	735,879	463,700	272	59%	674,131	62	9%
Foundation	295	769	(0)	-62%	6,968	8,518	(2)	-18%	7,782	(1)	-10%
Airport	3,728	2,334	1	60%	18,754	23,335	(5)	-20%	-	19	0%
Administration revenue	6,189	6,727	(1)	-8%	236,169	143,382	93	65%	145,452	91	62%
Beach Village	-	-	-	0%	1,507	1,507	-	0%	15,066	(14)	-90%
Intern Housing	5,050	5,250	(0)	-4%	38,625	40,175	(2)	-4%	88,075	(49)	-56%
Total Administration	1,252,267	972,712	280	29%	11,110,260	9,592,404	1,518	16%	9,966,809	1,143	11%
Enterprises											
Golf	265,631	266,805	(1)	0%	1,745,776	1,602,546	143	9%	1,397,401	348	25%
Convention Center	79,244	459,415	(380)	-83%	515,185	1,755,200	(1,240)	-71%	2,705,417	(2,190)	-81%
McCormick's Grill	1,517	30,281	(29)	-95%	107,452	205,818	(98)	-48%	205,245	(98)	-48%
Summer Waves	8,509	5,567	3	53%	1,087,987	842,816	245	29%	1,230,133	(142)	-12%
Campground	207,358	164,548	43	26%	1,735,440	1,329,533	406	31%	1,249,771	486	39%
Life is Good	20,792	20,014	1	4%	200,256	133,865	66	50%	120,033	80	67%
Museum	87,536	105,755	(18)	-17%	513,354	558,026	(45)	-8%	524,629	(11)	-2%
Georgia Sea Turtle Center	252,869	214,578	38	18%	1,570,498	1,412,603	158	11%	1,461,970	109	7%
Conservation	706	708	(0)	0%	7,169	2,728	4	163%	9,979	(3)	-28%
Miniature Golf & Bikes	59,165	42,608	17	39%	352,219	247,217	105	42%	238,068	114	48%
Water/Wastewater	117,079	104,483	13	12%	1,262,539	1,210,555	52	4%	1,251,779	11	1%
Sanitation	47,943	40,613	7	18%	474,291	464,304	10	2%	468,817	5	1%
Fire Department	6,015	5,570	0	8%	1,302,955	1,275,350	28	2%	1,247,077	56	4%
Tennis	10,686	11,702	(1)	-9%	111,418	100,175	11	11%	86,583	25	29%
Destination Mktg & Special Events	27,409	(0)	27	0%	127,026	146,417	(19)	-13%	314,021	(187)	-60%
Guest Information Center	20,602	13,921	7	48%	164,264	119,680	45	37%	125,820	38	31%
Sales	-	-	-	0%	-	-	-	0%	2,000	(2)	-100%
Camp Jekyll & Soccer Fields	11,182	15,150	(4)	-26%	114,594	132,632	(18)	-14%	125,500	(11)	-9%
Landscaping, Roads & Trails	776	7,500	(7)	-90%	56,000	19,200	37	192%	12,799	43	338%

	MONTH ACTUAL	MONTH BUDGET	BUDGET VARIANCE		YTD ACTUAL	YTD BUDGET	BUDGET VARIANCE		YEAR ACTUAL	VARIANCE	
			(000's)	%			(000's)	%		(000's)	%
Vehicle & Equipment Maintenance	347	-	0	0%	2,760	250	3	1004%	9,360	(7)	-71%
Facility Maintenance	-	-	-	0%	1,565	-	2	0%	-	2	0%
Golf Course Maintenance	-	-	-	0%	199	-	0	0%	-	0	0%
Total Enterprises	1,225,365	1,509,218	(284)	-19%	11,452,947	11,558,917	(106)	-1%	12,786,403	(1,333)	-10%
Total Revenues	2,477,632	2,481,931	(4)	0%	22,563,207	21,151,320	1,412	7%	22,753,212	(190)	-1%

Expenses

Human Resources	1,009,792	1,110,512	(101)	-9%	10,192,691	10,974,005	(781)	-7%	10,689,116	(496)	-5%
Supplies & Materials	168,734	166,005	3	2%	1,043,725	1,236,385	(193)	-16%	1,335,242	(292)	-22%
Advertising & Sales	13,853	87,991	(74)	-84%	323,804	643,338	(320)	-50%	578,573	(255)	-44%
Repairs - Facilities & Grounds	102,739	151,794	(49)	-32%	983,332	1,241,361	(258)	-21%	1,395,228	(412)	-30%
Utilities	122,694	133,414	(11)	-8%	1,450,048	1,550,900	(101)	-7%	1,551,750	(102)	-7%
Insurance	28,914	28,285	1	2%	845,533	824,262	21	3%	835,741	10	1%
Contracts	234,682	271,933	(37)	-14%	1,754,156	2,561,541	(807)	-32%	2,694,696	(941)	-35%
Rentals	49,969	52,195	(2)	-4%	498,590	530,191	(32)	-6%	715,053	(216)	-30%
Printing	4,682	4,905	(0)	-5%	55,549	87,897	(32)	-37%	115,900	(60)	-52%
Motor Vehicle	18,490	21,692	(3)	-15%	154,397	227,234	(73)	-32%	233,287	(79)	-34%
Telephone	9,111	9,964	(1)	-9%	95,316	102,158	(7)	-7%	102,466	(7)	-7%
Equipment Purchase <\$1K	2,138	2,200	(0)	-3%	58,357	53,498	5	9%	70,089	(12)	-17%
Equipment Purchase \$1K to \$5K	8,111	20,580	(12)	-61%	35,607	38,159	(3)	-7%	69,329	(34)	-49%
Travel	(152)	2,325	(2)	-107%	10,137	27,710	(18)	-63%	75,516	(65)	-87%
Dues	19,903	20,371	(0)	-2%	201,952	248,137	(46)	-19%	225,344	(23)	-10%
Credit Card Fees	41,961	28,430	14	48%	317,396	251,398	66	26%	264,526	53	20%
Bank Fees	-	-	-	0%	546	245	0	123%	610	(0)	-10%
Total Expenditures	1,835,621	2,112,597	(277)	-13%	18,021,137	20,598,420	(2,577)	-13%	20,952,464	(2,931)	-14%
Net Operating Cash Income **	642,011	369,334	273	74%	4,542,071	552,900	3,989	721%	1,800,748	2,741	152%

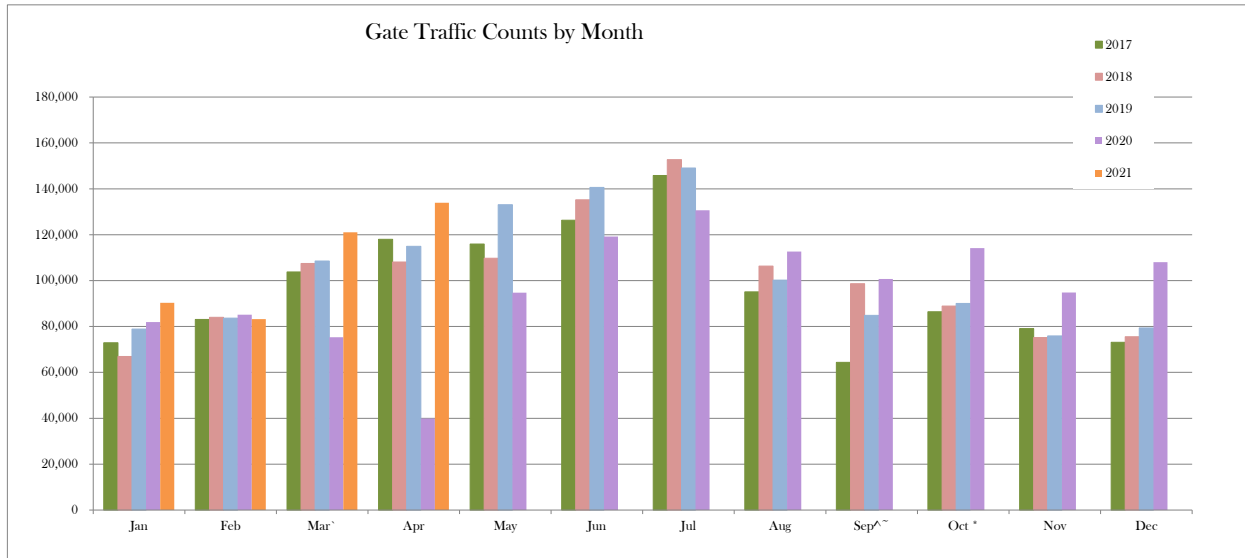
** Does not include depreciation or capital projects

April 2021 Traffic Counts

	2017			2018			2019			2020			2021		
	Daily/Weekly	Annual Passes	Total	Daily/Weekly	Annual Passes	Total	Daily/Weekly	Annual Passes	Total	Gate Purchase	Pre-purchased	Total	Gate Purchase	Pre-purchased	Total
January	26,372	46,562	72,934	21,065	45,842	66,907	28,874	50,037	78,911	29,773	52,159	81,932	23,462	66,875	90,337
February	35,982	47,081	83,063	34,326	49,664	83,990	35,010	48,619	83,629	32,646	52,457	85,103	22,609	60,616	83,225
March	49,605	54,166	103,771	51,052	56,444	107,496	51,682	56,865	108,547	27,012	48,279	75,291	39,560	81,491	121,051
April	66,259	51,718	117,977	55,620	52,474	108,094	61,404	53,529	114,933	12,082	27,810	39,892	47,198	86,746	133,944
May	62,367	53,558	115,925	54,547	55,167	109,714	74,194	58,894	133,088	44,891	49,825	94,716	0	0	0
June	72,234	54,056	126,290	79,575	55,657	135,232	82,105	58,479	140,584	51,147	68,042	119,189	0	0	0
July	90,765	55,010	145,775	95,960	56,773	152,733	89,499	59,595	149,094	56,441	74,236	130,677	0	0	0
August	44,352	50,732	95,084	53,639	52,681	106,320	47,501	52,687	100,188	39,096	73,585	112,681	0	0	0
September	26,578	37,809	64,387	49,032	49,651	98,683	37,317	47,518	84,835	34,055	66,662	100,717	0	0	0
October	35,871	50,566	86,437	38,539	50,366	88,905	39,100	50,923	90,023	33,851	80,276	114,127	0	0	0
November	32,323	46,777	79,100	29,468	45,737	75,205	30,173	45,699	75,872	22,914	71,876	94,790	0	0	0
December	27,891	45,195	73,086	30,104	45,436	75,540	31,871	47,504	79,375	29,842	78,215	108,057	0	0	0
Totals	570,599	593,230	1,163,829	592,927	615,892	1,208,819	608,730	630,349	1,239,079	413,750	743,422	1,157,172	132,829	295,728	428,557

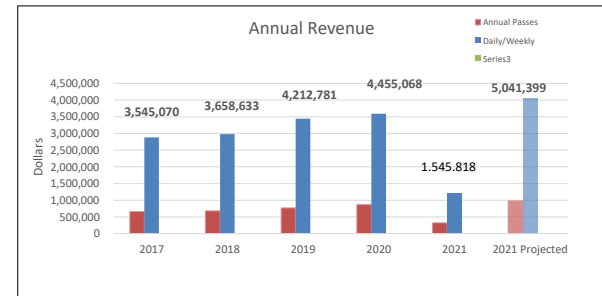
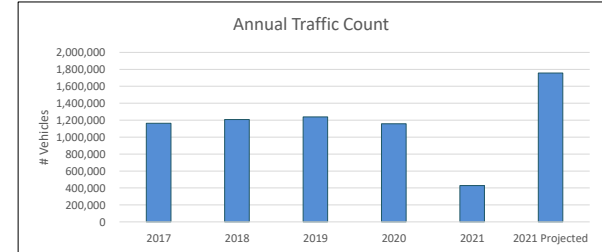
LPR System began April 2020

Year to Date Comparison	2017 YTD	2018 YTD	2019 YTD	2020 YTD	2021 YTD
	377,745	366,487	386,020	282,218	428,557



COVID - March 2020 through July 2020 (most significant impact)

* Oct 2016 - Hurricane Matthew
 ^Sep 2017 - Hurricane Irma
 ~Sept 2019 - Hurricane Dorian



May 8, 2021
 APRIL JIA Sales and ASM joint Financial
 Jekyll Island Convention Center

APRIL	FY2021	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015	FY2014	FY2013
Number of Events	14	0	9	25	20	23	9	16	15
Event Days	18	8	34	41	41	36	21	23	26
Attendance	2790		4,919	11,232	5842	6868	5094	5062	8300
Revenue	\$86,289 act \$507,850 bud	\$12,841.23	\$374,990	\$465,633	\$411,798	\$221,488	\$203,242	\$216,479	\$90,360
Sq feet utilized	289,120	0	582,620						

We are truly back in busy. The numbers for April do not show it but we are back. You will see moving forward that the demand for the Convention Center is at maximum capacity. We had one convention that was Hometown Healthcare with 200 attendees. We had a cheer event will 1,200 attendees over the weekend. We ended the month with a 3-day Hindu wedding whose revenue will show in May.

FUTURE CONTRACTS ISSUED -7- Estimated revenues \$182,500

Conventions –4- Anticipated rev of \$142,500
 Meetings –0- Anticipated revenue 0
 Banquet –2 – Anticipated revenue 32,000
 Weddings –1 – Anticipated revenue 8,000
 Public Event – 0- Anticipated revenue 0

PROPOSALS

CVB – 16
 Westin –0
 Cvent- 6
 SMG site pass -0
 Combined sites and planning meetings with all staff –11

Though only 3 new Use License Agreements were issued we continued to do ongoing adjustments of contracts for date changes, reduction in space etc. We are having high volume of calls from and to clients to stay in contact with their thoughts and plans. We meet almost daily with JIA Sales to ensure we are in step with them.

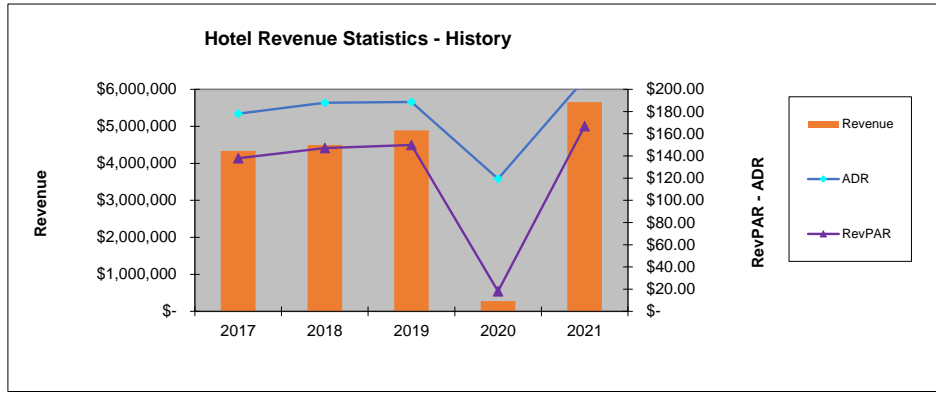
JEKYLL ISLAND AUTHORITY

HOTEL OCCUPANCY STATISTICS

April 2021

HOTEL STATISTICS AT-A-GLANCE

Apr-21		
Total Revenue	\$	5,652,606
Occupancy Rate		79.8%
Rev PAR	\$	166.88
ADR	\$	209.12
Apr-20		
Total Revenue	\$	278,202
Occupancy Rate		15.1%
RevPAR	\$	18.07
ADR	\$	119.40
Apr-19		
Total Revenue	\$	4,890,386
Occupancy Rate		79.5%
RevPAR	\$	149.95
ADR	\$	188.70



OCCUPANCY REPORT DETAIL

Hotel	# of Rms	Units Avail	Units Occpd	Percent Occpd	Average Daily Rate	RevPAR	2021 Room Revenue	2020 Room Revenue	Revenue Variance	
Beachview Club	38	1,087	880	81.0%	\$ 183.85	\$ 148.84	\$ 161,790.03	\$ 11,981.07	\$ 149,809	1250% *
Home2Suites	107	3,096	2,604	84.1%	\$ 176.80	\$ 148.70	\$ 460,390.00	\$ 36,018.00	\$ 424,372	1178% *
Holiday Inn Resort	157	4,433	3,671	82.8%	\$ 190.37	\$ 157.65	\$ 698,845.46	\$ 67,378.46	\$ 631,467	937% *
Days Inn & Suites	124	3,720	2,886	77.6%	\$ 165.39	\$ 128.31	\$ 477,326.04	\$ -	\$ 477,326	0% ^
Hampton Inn	138	4,140	3,522	85.1%	\$ 162.69	\$ 138.41	\$ 573,003.76	\$ 46,686.00	\$ 526,318	1127% *
Jekyll Island Club Resort	**	200	4,718	76.1%	\$ 287.09	\$ 218.47	\$ 1,354,514.00	\$ -	\$ 1,354,514	0% ^
Seafarer Inn & Suites	73	2,190	1,478	67.5%	\$ 177.67	\$ 119.91	\$ 262,593.13	\$ 18,999.76	\$ 243,593	1282% *
Villas by the Sea	129	2,347	1,735	73.9%	\$ 191.57	\$ 141.62	\$ 332,377.16	\$ 71,174.93	\$ 261,202	367% *
Villas by the Sea - Jekyll Realty	10	300	194	64.7%	\$ 185.35	\$ 119.86	\$ 35,958.34	\$ 13,918.00	\$ 22,040	158% *
Villas by the Sea - Parker Kaufman	19	360	255	70.8%	\$ 142.81	\$ 101.16	\$ 36,416.50	\$ 12,046.14	\$ 24,370	202% ~
Westin	200	6,000	5088	84.8%	\$ 247.52	\$ 209.90	\$ 1,259,392.00	\$ -	\$ 1,259,392	0% ^
Apr-21 Total	1,195	33,873	27,031	79.8%	\$ 209.12	\$ 166.88	\$ 5,652,606	\$ 278,202	\$ 5,374,404	1931.8%

** Includes Jekyll Ocean Club hotel

COVID-19 Impacts on hotel revenues and occupancy were severe in April 2020.

~ Villas by the Sea - Parker Kaufman - none of the rooms were available for rent in April except the long term rentals that were already booked. They had 73 room nights booked so occupancy rate is showing 100%.

^ Days Inn, Jekyll Club Resort and the Westin were closed to the public the entire month of April.

* All other hotels remained open during April, but had reduced rooms available and were under short term rental restrictions.

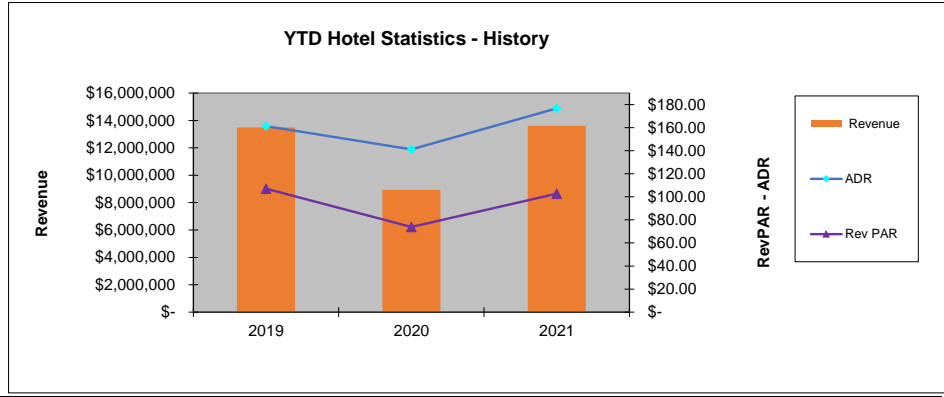
JEKYLL ISLAND AUTHORITY

HOTEL OCCUPANCY STATISTICS

Calendar Year to Date - April 2021

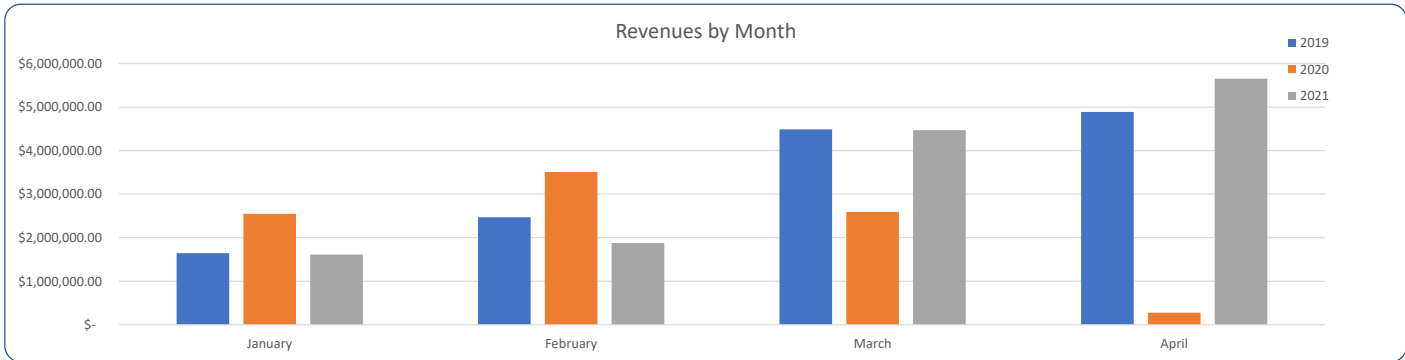
HOTEL STATISTICS AT-A-GLANCE

2021		
Total Revenue	\$	13,609,694
Occupancy Rate		58.1%
Rev PAR	\$	102.66
ADR	\$	176.77
2020		
Total Revenue	\$	8,926,561
Occupancy Rate		52.3%
RevPAR	\$	73.88
ADR	\$	141.17
2019		
Total Revenue	\$	13,490,021
Occupancy Rate		66.4%
RevPAR	\$	107.04
ADR	\$	161.31



OCCUPANCY REPORT DETAIL

Hotel	# of Rms	Units Availbl	Units Occp'd	Percent Occp'd	Average Daily Rate	RevPAR	2021 Room Revenue	2020 Room Revenue	Revenue Variance	
Beachview Club	38	4,102	2,162	52.7%	\$ 166.58	\$ 87.80	360,147	201,314	\$ 158,833	79%
Home2Suites	107	12,170	7,436	61.1%	\$ 154.03	\$ 94.11	1,145,373	756,386	\$ 388,987	51%
Holiday Inn Resort	157	16,082	9,638	59.9%	\$ 160.62	\$ 96.26	1,548,068	1,045,447	\$ 502,621	48%
Days Inn & Suites	124	14,880	9,806	65.9%	\$ 131.25	\$ 86.50	1,287,074	755,200	\$ 531,874	70%
Hampton Inn	138	16,560	9,901	59.8%	\$ 138.85	\$ 83.01	1,374,709	1,033,153	\$ 341,556	33%
Jekyll Island Club Resort	200	24,200	13,173	54.4%	\$ 254.85	\$ 138.73	3,357,184	1,801,742	\$ 1,555,442	86%
Seafarer Inn & Suites	73	8,760	3,930	44.9%	\$ 147.06	\$ 65.98	577,963	635,290	\$ (57,328)	-9%
Villas by the Sea	129	8,922	5,218	58.5%	\$ 161.95	\$ 94.71	845,039	718,976	\$ 126,063	18%
Villas by the Sea - Jekyll Realty	10	1,239	501	40.4%	\$ 152.15	\$ 61.52	76,228	100,036	\$ (23,808)	-24%
Villas by the Sea - Parker Kaufman	19	1,651	951	57.6%	\$ 80.74	\$ 46.51	76,786	77,385	\$ (599)	-1%
Westin	200	24,000	14,276	59.5%	\$ 207.42	\$ 123.38	2,961,123	1,801,633	\$ 1,159,490	64%
2021 Total		132,566	76,992	58.1%	\$ 176.77	\$ 102.66	\$ 13,609,694	\$ 8,926,561	\$ 4,683,132	52.5%
2020 Total		120,829	63,232	52.3%	\$ 141.17	\$ 73.88	\$ 8,926,561			
2019 Total		126,025	83,627	66.4%	\$ 161.31	\$ 107.04	\$ 13,490,021			



MEMORANDUM

TO: JEKYLL ISLAND AUTHORITY BOARD
FROM: ANDREA MARROQUIN, CURATOR
SUBJECT: RFP # 366 – PHASE I & II ARCHAEOLOGICAL INVESTIGATIONS OF THE JEKYLL ISLAND GOLF COURSES
DATE: 5/12/2021

JIA staff requests approval to issue RFP 366, to solicit professional services from qualified firms to perform Phase I and II Archaeological Investigations within in the Area of Potential Effect of the proposed Jekyll Island Golf Course Master Plan.

The project would include:

- Background Research to identify known cultural resources within the project area.
- Phase I Archaeological Survey to identify any additional archaeological sites.
- Phase II Evaluative Testing to assess the significance of identified archaeological resources (in terms of potential for research and for inclusion in the National Register of Historic Places).
- An Assessment of Effect, for advice on how best to mitigate potential project impacts.
- Documentation of the investigations, culminating in a final report.

Although decisions about the Golf Course Master Plan are not yet final, the goal is to complete the required archaeological investigations, so that we have the information needed to avoid or mitigate potential effects on significant cultural resources as those decisions are made.

SECTION 8

PROPOSAL

RFP # 366

Phase I & II Archaeological Investigations
of the Jekyll Island Golf Courses

A. Background

Jekyll Island, Georgia, is one of Georgia's barrier islands off the coast of Brunswick, in the region known as the Golden Isles. Jekyll Island lies within Glynn County and is located north of Cumberland Island and south of St. Simons Island.

The JIA is currently considering a Golf Course Master Plan for improvements to Jekyll Island's Golf Courses. Currently, the JIA maintains and operates a public golf complex known as the Jekyll Island Golf Club (JIGC), which consists of a four-course, 63-hole golf facility that includes Pine Lakes, Oleander, and Indian Mound 18-hole golf courses, plus an historic 9-hole Great Dunes Course.

The recommendations for the Golf Course Master Plan are not yet final and specific elements of the plan remain to be determined. The Area of Potential Effect (APE) for the project, however, encompasses approximately 769 acres, including Jekyll Island's four golf courses. Details of the proposed project can be found online at https://issuu.com/jekyllisland/docs/presentation_ji-final-golf-master-plan-presentatio

The JIA seeks to complete Phase I and II archaeological investigations (where appropriate and required) within the Area of Potential Effect in a timely way, so that management recommendations can be taken into consideration to avoid and/or mitigate the effects of the project on any significant cultural resources within the project area.

While previous Phase I Archaeological Surveys have covered approximately 522 acres of the proposed project area, approximately 247 acres have not been investigated. Both historic and prehistoric sites are known to exist within the project area based on prior investigations. Previously undocumented archaeological sites may also exist on the property.

B. Project Overview

The Jekyll Island Authority is soliciting professional services from qualified firms to perform Phase I and Phase II Archaeological Investigations (where required) in the Area of Potential Effect identified in the proposed Jekyll Island Golf Course Master Plan.

The selected firm will conduct a preliminary literature review of all prior archaeological investigations conducted within the APE, delineate the previously surveyed and unsurveyed areas, and identify the locations of any known archaeological sites or historic properties previously identified within the APE.

The selected firm will complete additional Phase I subsurface testing to cover previously unsurveyed portions of the project area to locate and identify all cultural resources located within the APE.

Additional Phase II testing will be completed, as necessary, to evaluate whether sites located within the APE are or are not significant (in terms of eligibility for inclusion in the National Register of

Historic Places). Phase II evaluations will be conducted to revisit, inspect, and assess all archaeological sites within the APE to determine their significance for future research. Phase II investigations will identify and evaluate the nature, extent, and integrity of archaeological sites located within the project area, define site boundaries, assess their significance, and provide management recommendations for each resource.

C. Deliverables

Start Date – August 2, 2021

1. Contractor shall deliver the following:
 - i. A complete draft of the archaeological report, as more fully described below, will be provided electronically on a flash drive or CD
 - ii. A revised draft of the archaeology report, as more fully described below, will be provided electronically on a flash drive or CD
 - iii. Final report, as more fully described below, will be provided electronically on a flash drive or CD

2. Both the draft and the final archaeological reports shall summarize the consulting work performed, detail the results of all findings, summarize all recommendations, and shall include the following sections:
 - i. Title page
 - ii. Management Summary
 - iii. Table of Contents
 - iv. List of Figures and/or Tables
 - v. Introduction
 - vi. Environmental Setting
 - vii. Cultural Context and Previous Archaeological Investigations
 - viii. Research Design
 - ix. Field Methods
 - x. Lab Methods
 - xi. Artifact Description and Analysis
 - xii. Results and Site Descriptions
 - xiii. Summary and Recommendations, including an assessment of effect(s) and mitigation plans.
 - xiv. References Cited
 - xv. Appendices and Attachments

3. Report Illustrations, at minimum, shall include:
 - i. A USGS map with the project area, area of potential effect, and the area surveyed clearly marked and labeled.
 - ii. More precise maps of the project area showing areas surveyed and/or collected, survey transects, shovel tests, test units, and areas of known and expected archaeological properties.
 - iii. Site maps
 - iv. Photos of all NRHP eligible properties showing their condition and environmental settings

4. Electronic content provided to the JIA will include:
 - i. Master records submitted in PDF, JPG, and TIFF format, to be placed in the Jekyll Island Museum's permanent file.
 - ii. Spatial Data – Geographic Information System (GIS) files detailing all pertinent spatial information, such as precise locations of survey areas, shovel test pits, excavation units, and site boundaries
5. Artifacts will be cleaned, stabilized, catalogued, and properly stored before being returned to the JIA for permanent storage with the Jekyll Island Museum Archives.
6. Project Records such as field notes, maps, and photographic material will also be returned to the JIA for long-term storage with the Jekyll Island Museum Archives.

D. Expected Tasks and Services

Phase I Archaeological Survey and Phase II Evaluative Testing will be conducted in keeping with the "Georgia Standards and Guidelines for Archaeological Investigations," as amended, by the Georgia Council of Professional Archaeologists. This work shall include the following:

1. Background Research – Review existing information provided by previous Cultural Resources Investigations in the APE and within one km (0.62 miles) of the project area. Identify the known prehistoric and historic properties reported within the APE. Assess potential project effects on cultural resources.
2. Phase I Survey – Conduct a systematic, detailed cultural resources survey for unsurveyed portions of the APE. Locate and identify all archaeological sites and historic properties within the APE.
3. Phase II Testing – Assess the significance of identified resources within the project area, where required. Investigate the nature, extent, and integrity of identified archaeological sites. Determine eligibility of resources for inclusion in the National Register of Historic Places (NRHP).
4. Assessment of Effect – Conduct an Assessment of Effect for archaeological resources and historic properties located within the APE. Provide management recommendations for mitigation of project impacts, as needed.
5. Georgia Archaeological Site Forms - Site forms shall be completed for all sites found within the project area. If a site has been previously recorded, a revisit form will be completed noting the current site conditions and any new data. All site forms must be submitted by the contractor to the Georgia Archaeological Site Files (GASF) before completion of the final report.
6. Archaeological Report – Complete an archaeological report documenting the investigation, research design, results, findings, and recommendations. This report shall meet all professional standards of documentation and contain photographs, maps, diagrams, and plans illustrating the work and results of investigations. 1) An electronic draft of the report will be provided to the JIA for review. 2) After comments are satisfactorily addressed, a revised draft of the report will be provided to the JIA for submission to the State Historic Preservation Office (SHPO) for review and comment. 3) A

final report will be prepared, with all comments from the JIA and SHPO addressed, and submitted to the JIA once the review process is complete.

ALL ON SITE FIELD WORK MUST BE COORDINATED WITH JEKYLL ISLAND GOLF COURSE OPERATIONS AND MAINTENANCE DIRECTORS TO ASSURE THE LEAST DISRUPTION POSSIBLE TO ONGOING PLAY.



May 7, 2021

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: JONES HOOKS, EXECUTIVE DIRECTOR
MELISSA CRUTHIRDS, GENERAL COUNSEL
RE: O-2021-2, CHAPTER 8, ARTICLE II – RENTAL OF CERTAIN VEHICLES
SECOND READING AND CONSIDERATION OF ADOPTION

BACKGROUND

Electric assisted bicycles, or e-bikes, are bicycles that can be operated with the assistance of an electric motor. The prevalence of e-bikes being operated on Jekyll Island is growing and has become a safety concern on the busy shared-use paths around the island. The Authority desires to limit the growth of e-bike use on the shared pedestrian/biking paths by prohibiting a bicycle license being issued for e-bike rentals. This proposed ordinance also prohibits e-bike tours and requires authorization from the authority for other bicycle tours. If a person owns an e-bike, or if a person rents an e-bike and brings it onto Jekyll Island themselves, they are still allowed to ride an e-bike on Jekyll Island. Rather, this ordinance prohibits e-bike rental companies from doing business on Jekyll Island.

FIRST READING, POSTING, AND PUBLIC COMMENT

A first reading of this proposed ordinance was held on April 20, 2021. On that date, this proposed ordinance was posted on the JIA website for public review and comment. Comments through the website were received through May 4, 2021. There was also a lengthy discussion on the local radio show, an editorial in the newspaper, and a few letters to the editor in the newspaper.

REVISION TO ORDINANCE AFTER FIRST READING

Upon review of comments, a revised ordinance is being presented for a second reading and for consideration of adoption (revision in blue). The ordinance presented at the first reading prohibited renting “vehicles” (defined as bicycles, golf carts, e-bikes, etc.)



on the island or “for use on the island” without a license. This revised ordinance presented to you today revises “for use on the island” to “for delivery to the island,” which makes the intent of the ordinance clearer. In other words, no person can rent vehicles on the island or rent vehicles off the island and then deliver them to customers on the island without a license. No license will be issued for e-bike rentals in either circumstance.

This is not a material revision, so no second First Reading is needed, unless the Board so desires.

POSSIBLE BOARD ACTIONS

1. Do not adopt the proposed ordinance amendment.
2. Adopt the proposed ordinance amendment.
3. Suggest other alternatives.

RECOMMENDATION

Action Number Two is recommended if the Board wishes to ban the rentals of e-bikes and e-bike tours on Jekyll Island, require a license for certain other tours on Jekyll Island, and require a license for certain vehicle rentals that are delivered to Jekyll Island for use on Jekyll Island.

1 JEKYLL ISLAND AUTHORITY BOARD OF DIRECTORS

2 JEKYLL ISLAND, GEORGIA

3 Ordinance #O-2021-2

4 Adoption: _____

5 At the regular meeting of the Jekyll Island-State Authority Board, held at the Convention
6 Center on Jekyll Island, Georgia, there were present:

7 Joseph B. Wilkinson, Jr., Chairperson, Glynn County
8 Robert W. Krueger, Vice Chairperson, Pulaski County
9 William H. Gross, Camden County
10 Hugh Tollison, Chatham County
11 Joy Burch-Meeks, Wayne County
12 Dr. L.C. Evans, Monroe County
13 Glen Willard, Bryan County
14 Dale Atkins, Appling County
15 Mark Williams, Commissioner of Department of Natural Resources

16 After a first reading held on April 20, 2021 and after allowing time thereafter for
17 public comment and public comments having been received and considered; and after a
18 second reading and motion to adopt, which carried _____, on May 18, 2021,
19 the following Ordinance was adopted:

20 **AN AMENDMENT TO THE RENTAL OF CERTAIN VEHICLES**
21 **ORDINANCE, SECTIONS 8-134 AND 8-135 OF THE CODE OF**
22 **ORDINANCES, JEKYLL ISLAND, GEORGIA, TO REVISE SAID**
23 **SECTIONS; AND FOR OTHER PURPOSES.**

24 **SECTION 1. BE IT ORDAINED**, by the Jekyll Island Board of Directors, this 18th
25 day of May 2021, that Sections 8-134 and 8-135 of the Code of Ordinances, Jekyll Island-
26 State Park Authority of Georgia, is hereby amended to read as follows:

27 **TITLE OF ORDINANCE**

28 **RENTAL OF CERTAIN VEHICLES**

29 Sec. 8-134. - Definitions.

30 The following words, terms and phrases, when used in this division, shall have the meanings ascribed
31 to them in this section, except where the context clearly indicates a different meaning:

32 *Annual license* means the license issued by the authority authorizing the holder thereof to engage in
33 the business of renting vehicles on the island for one calendar year.

34 *Bicycle* means every device propelled by human power only, including devices having two tandem
35 wheels and any device generally recognized as a bicycle though equipped with two front or two rear wheels,
36 such as a surrey bicycle, tandem bicycle, and tricycles, or quadricycle.

37 *Daily license* means the license issued by the authority authorizing the holder thereof to engage in the
38 business of renting vehicles on the island for a term of not more than three consecutive calendar days.

39 *Electric Assisted Bicycle, or e-bike*, means a device with two or three wheels which has a saddle and
40 fully operative pedals for human propulsion and also has an electric motor having a power output of not
41 more than 750 watts.

42 *License* means annual license and daily license.

43 *Licensee* means a person who holds a valid license to engage in the business of renting vehicles on
44 the island issued by the authority pursuant to this division.

45 *Person*.

46 (1) The term "person" means any individual, firm, partnership, cooperative, joint venture,
47 association, corporation (profit or nonprofit), trust, business trust or other legal entity, public or
48 private or quasi-public, and the plural as well as the singular number.

49 (2) The term "person" shall not be deemed to include the authority.

50 *Renting* means to grant the possession and enjoyment of a vehicle for an agreed sum to be paid for
51 the possession and use of that vehicle for a certain period of time.

52 *Tour(s)* shall mean the use of vehicles to conduct a tour for hire whether or of the tour is conducted
53 while the vehicle is operational or whether they are used for transportation to various locations where the
54 tour is conducted.

55 *Vehicle* means moped, bicycle, golf cart, low speed vehicle, any foot-powered vehicle, electric assisted
56 bicycle, and any wind-driven land vehicle (sand sailer, land yacht, beach sail boat, etc.).

57 Sec. 8-135. - Licensing requirement.

58 (a) No person shall engage in the business of renting vehicles on the island or for delivery to the
59 island, unless licensed to do so by the authority. Any person engaging in the business of renting
60 vehicles on the island, who does not possess a valid license or does not fully comply with the
61 provisions of this division as approved and adopted, and from time to time lawfully amended, shall
62 be in violation of this division.

63 (b) No license shall be issued for the renting of e-bikes on the island or for delivery to the island.

64 (c) No person shall operate or cause to be operated tours on a vehicle on the island without the
65 permission or authorization from the authority. E-bike tours are prohibited.

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SECTION 2. If any portion of the ordinance is held invalid, the remaining provisions continue in full force and effect.

SECTION 3. This Amendment shall become effective immediately upon adoption.

**BOARD OF DIRECTORS,
JEKYLL ISLAND-STATE PARK AUTHORITY**

JOSEPH B. WILKINSON, JR., CHAIRPERSON

ATTEST:

William H. Gross, Secretary/Treasurer

EXPLANATION OF CHANGES

83

84 Sec. 8-134. - Definitions.

85 The following words, terms and phrases, when used in this division, shall have the meanings ascribed
86 to them in this section, except where the context clearly indicates a different meaning:

87 *Annual license* means the license issued by the authority authorizing the holder thereof to engage in
88 the business of renting vehicles on the island for one calendar year.

89 *Bicycle* means every device propelled by human power only, including devices having two tandem
90 wheels and any device generally recognized as a bicycle though equipped with two front or two rear wheels,
91 such as a surrey bicycle, tandem bicycle, and tricycles, or quadricycle.

92 *Daily license* means the license issued by the authority authorizing the holder thereof to engage in the
93 business of renting vehicles on the island for a term of not more than three consecutive calendar days.

94 *Electric Assisted Bicycle, or e-bike,* means a device with two or three wheels which has a saddle and
95 fully operative pedals for human propulsion and also has an electric motor having a power output of not
96 more than 750 watts.

97 *License* means annual license and daily license.

98 *Licensee* means a person who holds a valid license to engage in the business of renting vehicles on
99 the island issued by the authority pursuant to this division.

100 *Person.*

101 (1) The term "person" means any individual, firm, partnership, cooperative, joint venture,
102 association, corporation (profit or nonprofit), trust, business trust or other legal entity, public or
103 private or quasi-public, and the plural as well as the singular number.

104 (2) The term "person" shall not be deemed to include the authority.

105 *Renting* means to grant the possession and enjoyment of a vehicle for an agreed sum to be paid for
106 the possession and use of that vehicle for a certain period of time.

107 *Tour(s)* shall mean the use of vehicles to conduct a tour for hire whether or not the tour is conducted
108 while the vehicle is operational or whether they are used for transportation to various locations where the
109 tour is conducted.

110 *Vehicle* means moped, ~~tricycle~~ bicycle, golf cart, low speed vehicle, any foot-powered vehicle, electric
111 assisted bicycle, and any wind-driven land vehicle (sand sailer, land yacht, beach sail boat, etc.).

112 Sec. 8-135. - Licensing requirement.

113 (d) No person shall engage in the business of renting vehicles on the island ~~or for use on the island~~
114 delivery to the island, unless licensed to do so ~~by~~ by the authority. Any person engaging in the
115 business of renting vehicles on the island, who does not possess a valid license or does not fully
116 comply with the provisions of this division as approved and adopted, and from time to time lawfully
117 amended, shall be in violation of this division.

118 (e) No license shall be issued for the renting of e-bikes on the island or for ~~use on~~ delivery to the
119 island.

120 ~~(d)~~(f) No person shall operate or cause to be operated tours on a vehicle on the island without
121 the permission or authorization from the authority. E-bike tours are prohibited.

Ross Smith

rosstaylor-smith@gmail.com

Submission Date May 4, 2021 4:53 PM

Name Ross Smith

Address 159 N Cottages Dr
St Simons Island, Georgia, 31522

Email Address rosstaylor-smith@gmail.com

Message Re: Jekyll Island e-bike ordinance

To Whom It May Concern,

This message is in regards to the Ordinance O-2021-2 E-Bikes, proposed by Jekyll Island Authority. The concerns of the Jekyll Island Authority have been taken into consideration and I understand them to be valid and well-intentioned.

However, I, as a Golden Isles resident and electric bike enthusiast, **VEHEMENTLY OPPOSE** this Ordinance as written. I intend to outline my case for its rejection in the summary below and the detailed arguments that follow:

To summarize, this Ordinance: 1) shows blatant disregard for current consumer trends and modern mobility choices (including, but not limited to, Tourism); 2) unjustly assumes irresponsible behavior and is exclusionary of large consumer segments; and 3) unfairly treats electric bikes compared to similar vehicles, especially golf carts.

To detail:

1) such an Ordinance demonstrates an aggressive and blatant disregard for consumer trends and preferences regarding personal mobility, ecologically-responsible short-distance travel, and leisure activities. Electric bikes can also provide the opportunity for senior citizens or those otherwise physically unfit for manual pedal bikes to experience an environment the same way as more physically-capable citizens. The electric bike industry is currently experiencing exponential growth due to massive consumer demand surrounding the desire to responsibly increase outdoor activity for people of all ages and enjoy natural and urban environments. Many related industries are enjoying the same growth, including those tied to Tourism — revenue from which is quite significant to the area. Jekyll Island is a beautiful landscape full of historical and natural treasures, which is the ideal setting for said consumer demand. This Ordinance would send a strong signal to such large consumer segments, including those physically unable to manually pedal across the island, that Jekyll Island **DOES NOT SUPPORT** their choices for responsible outdoor and leisure activities;

2) such an Ordinance demonstrates that Jekyll Island is **NOT** willing to work with members of the industry or local businesses to ensure the safe, responsible, and respectful use of electric bikes throughout the community. An outright ban of this nature without any attempt to promote responsibility and communication or cooperation with the local business leaders is, at best, anti-capitalistic. At worst, it's undemocratic, and constitutes a knee-jerk, broad overreach of authority. Citizens who prefer to rent electric bikes over other vehicles are being vilified as reckless, inconsiderate, and irresponsible without being given any opportunity to prove otherwise, i.e. labelled as guilty without the chance to prove innocence.

3) such an Ordinance demonstrates discrimination of electric bikes and preferential treatment of other vehicles, specifically golf carts, with incredibly similar technical capacities. As examples, the Jekyll Island Golf Cart Ordinance (dated Oct. 27, 2014) dictates that a golf cart: "... cannot operate at more than 20 miles per hour." [Recommendation of Sec. 24-4 (a)(2)]; "... are permitted to be operated only on streets with a posted speed limit of 35 mph or less" [Sec.

24-4 (c)(3)]; "... operators must adhere to all traffic regulations and requirements applicable to the road or street being traveled and must yield the right-of-way to approaching vehicles" [Sec. 24-4 (c)(4)]; "All persons ... must be observant of, and attentive to the safety of themselves and others, including passengers, other motorists, bicyclists, and pedestrians. The Georgia State Patrol and the Jekyll Island Code Enforcement has the authority to issue a citation to the operator for violations..." [Sec. 24-4 (c)(7)]. These and other articles within the Golf Cart Ordinance are more than applicable to electric bikes as well, especially in regards to the speed at which the vehicle can travel. Class I and Class II electric bikes, as defined by a widely-adopted classification system used in Georgia and at least 21 other states, are limited to the same 20 mph maximum speed to which golf carts also adhere. Electric bikes can also be equipped with safety measures such as, but not limited to, headlights, tail lights, brake lights, front and rear disc brakes, rear view mirrors, and throttle deactivation.

Taking into account these objections, I have outlined some potential alternative remedies based on the previously mentioned widely-adopted electric bike regulations and existing Ordinances relating to other vehicles as defined by Jekyll Island Authority:

1) Electric bikes can be obligated to follow the same regulations as golf carts, as best and closely as possible, stated in Jekyll Island Golf Cart Ordinance. As terms of their license issuance, Rental Businesses must ensure all rented electric bikes are installed with any and all required safety equipment.

2) Waivers and rental agreements can be updated to include specific acknowledgment and confirmation by Renters (Customers) that they have been informed of the restrictions of electric bike usage specific to Jekyll Island and will adhere to all rules and regulations. Rental businesses can be reasonably held accountable for lack of responsibility or oversight regarding renters' behaviors, with the potential for business licenses to be revoked.

3) Regarding concerns of quantity of vehicles, the number of licenses issued and/or the quantity of electric bikes available to rent can be set at a maximum. This maximum should include reasonable input from rental business owners and take into consideration community impact on the island.

4) The number of safety-related incidents or community disturbances by electric bikes can be assessed over a pre-defined period and used for community discussions to inform future amendments to electric bike ordinances as needed.

Some or all of these remedies would constitute reasonable cooperative actions towards ensuring consumers, businesses, and the Jekyll Island community all benefit from an environment of safety, freedom of choice, and enjoyment of all the island has to offer.

It is my hope that the Authority Board will take these comments and suggestions to heart and move to create e-bike ordinances that seek to encourage responsible business and consumer practices instead of broad, overreaching authoritative control.

Thank you very much for your time and consideration.

Chuck McManus

2islanders@bellsouth.net

Submission Date May 2, 2021 4:27 PM

Name Chuck McManus

Address 822 N Beachview Dr
Jekyll Island, Georgia, 31527

Email Address 2islanders@bellsouth.net

Message Additional thoughts with regard to Section 8-135:
While it may be problematic to enforce a prohibition to rent ebikes off the Island for use on the Island it may discourage such activities in adjacent areas. However it seems highly unusual for the JIA to create a regulation to prohibit itself from doing something. It seems more appropriate to state as a matter of policy that there is not a current intention to issue any licenses for the rental of ebikes rather than prohibiting it by regulation.

Chuck McManus

2islanders@bellsouth.net

Submission Date May 1, 2021 1:24 PM

Name Chuck McManus

Address 822 N Beachview Dr
Jekyll Island, Georgia, 31527

Email Address 2islanders@bellsouth.net

Message

It is my understanding that the primary purpose of this revision is a concern of ebikes being used on the multi-purpose paths of the island, yet the proposed revision does not address that issue.

OCGA 40-1-1(30) defines "motor driven cycle" to include every bicycle with a motor attached. It is suggested that Section 24-2(a) of the JI code include this definition and that Section 24-2(b) include motor driven cycles.

Currently signage prohibits motorized vehicles on the multi purpose paths, the JI code should be clarified that ebikes are motorized vehicles.

As a practical matter, residents and visitors recognize that the multi purpose paths cannot accommodate vehicles of any significant speed and bicyclers even now use the roads when they intend to ride at speed. If the roads can accommodate these bicyclers then they can also accommodate the ebikes.

If the JIA wishes to prohibit the rental of ebikes on the Island that is a different issue. I do not want to be hit on the multi purpose path by an ebike whether it has been rented or not.

Lawson Calhoun

lawson@calhounproperties.com

Submission Date Apr 23, 2021 12:49 PM

Name Lawson Calhoun

Address 303 Mulberry Way
 St Simons Island, Georgia, 31522

Email Address lawson@calhounproperties.com

Message Excuse me but I seem to inadvertently hit your submit button by mistake.

Have you considered a speed limit on the trails. On an in obstructed straight open stretch of trail/pathway I generally keep my speed below 15 mph. I have had petal only bikes pass me at almost twice that speed and occasionally a scooter or roller skater has also “blown” past me. While trail speed limit enforcement might be somewhat problematic, posted signs should be somewhat more effective than no speed limits. Radar gun warning signs should also help slow down motos speeders. Thank you for improving our beautiful island.

Lawson Calhoun

lawson@calhounproperties.com

Submission Date Apr 23, 2021 12:37 PM

Name Lawson Calhoun

Address 303 Mulberry Way
 St Simons Island, Georgia, 31523

Email Address lawson@calhounproperties.com

Message Authority Board members, Please excuse my disorganized comments. This should be added to my two previous ones.

- while I live and enjoy riding me petal assisted e-bike hear on SSI my wile and I prefer the quiet and more scenic trails on Jekyll. We both own e-bikes and hope that you are not considering a complete ban on all e-bikes. Hopefully your proposed restrictions will apply only to the rental market.

If your concerns are on overcrowding of the trails then having a cap on the number of rental bikes of all classifications would be an equitable approach.

Lawson Calhoun

lawson@calhounproperties.com

Submission Date Apr 23, 2021 10:42 AM

Name Lawson Calhoun

Address 303 Mulberry Way
St Simons Island, Georgia, 31522

Email Address lawson@calhounproperties.com

Message Submitted message continued:

Without the petal assist feature my legs and back would not be able to stand up to the strain of a moderate ride on the beautiful Jekyll trails and I feel certain that there are and will be many more "seniors" like me who will discover this new form of mobility.

My automobile will probably be able to go 100 miles per hour and I can assure you that I have no intention of going any where near that fast. I have read that my e-bike with petal assist from my legs and the battery can achieve a speed of 25 miles per hour. This will not happen.

I can understand and appreciate your concerns about over crowding our multi use trails and for safety. At the same time I hope that the needs and enjoyment of Jekyll of those of us who have diminished mobility will be considered.

Please excuse my truncated response.

Lawson Calhoun

lawson@calhounproperties.com

Submission Date Apr 23, 2021 10:18 AM

Name Lawson Calhoun

Address 303 Mulberry Way
 St Simons Island, Georgia, 31522

Email Address lawson@calhounproperties.com

Message

JIA Board Members, I applaud your efforts in your forward looking concerns regarding the future of our wonderful multi use trails on Jekyll. In reading your proposed ordinance I would like to offer these observations:

- The ordinance defines an e-bike as having a motor of not more that 750 watts (this is the maximum under GA law for an e-bike to be considered a bicycle). Under your ordinance are e-bikes with motors over 750 watts exempt from controls?
- There is no mention of gas powered bicycles.
- There is no mention is electric or gas powered scooters it uni-wheels.

Personally, I am 76 years old and love the out of doors and recognize that more than ever I need to exercise. I have had three back surgeries and this has limited my ability to enjoy riding my bile as I used to. I recently purchased a bicycle that has electrically assisted pedals which now allows me to resume my favorite form of exercise

Duane Johnson

duane@johnsontrsring.com

Submission Date Apr 22, 2021 11:24 PM

Name Duane Johnson

Address 222 seal palms colony
Georgia, St simons island

Email Address duane@johnsontrsring.com

Message Jekyll promotes exercise and outdoor activities. E bikes should be allowed as part of that. Older people find it as a way to stay active. It's the way of the future.

Nancy Reed

jandnreed@aol.com

Submission Date Apr 22, 2021 9:27 PM

Name Nancy Reed

Address 6 Hayes Ave
Jekyll Island, Georgia, 31527

Email Address jandnreed@aol.com

Message
Number 1 concern is the bike paths. There is no way it would be safe to allow the e-bikes On the bike path.
Number 2 concern is more slow moving vehicles in Jekyll would cause traffic back ups. Most Gem and golf cart drivers don't know the are supposed to stay right to allow other vehicles to pass. Adding e-bikes would complicate traffic.
We are residents do appreciate the beauty of JI. However, there are many times we need to leave the island. Just the Gems and carts already cause delays. Sudden stops of those can result in accidents..

Arthur Haber

arthurhaber36@gmail.com

Submission Date Apr 22, 2021 8:16 PM

Name Arthur Haber

Address 962 North Beachview Drive
Jekyll Island, Georgia, 31527

Email Address arthurhaber36@gmail.com

Message I highly approve of the ordinance prohibiting the rental of ebikes on Jekyll. As a daily users of the bikes paths, I have found that recently some on ebikes clearly go much faster than the paths are designed for and as volume picks up over the summer, young children will especially become vulnerable. Unfortunately, I have witness people on ebikes going well over 20 mils an hours on and off the trails. I have biked through Europe, done countless triathlons and raced bicycles but I love the leisurely pace dictated by the Jekyll trails and the Jekyll way, please don't let commerce and powered vehicles ruin that for families. We vacationed here for over 20 years before moving to Jekyll, ebikes are not good for Jekyll.

Thank you

Katie Fennell

katie.fennell@gmail.com

Submission Date Apr 22, 2021 7:50 PM

Name Katie Fennell

Address 4847 Hickory Nut Court
Rock Hill, South Carolina, 29732

Email Address katie.fennell@gmail.com

Message I've traveled to Jekyll island for years and my parents enjoy the bike trails. Please consider allowing electronic bikes for disabled persons so that they can continue to enjoy what the island has to offer. As everyone cannot afford a bike, I would also ask that you consider a rental option, even if it is just for people who aren't able to use a regular bike. Thanks

Cecilia Warren

cclatomt@yahoo.com

Submission Date Apr 22, 2021 5:27 PM

Name Cecilia Warren

Address 19 Callaway Court
Brunswick, Georgia, 31525

Email Address cclatomt@yahoo.com

Message
As I can understand the concerns about e-bikes using bike paths but when are y'all gonna do something about regular bikes riding in the streets of Jekyll Island and not using the beautiful bike paths that the residents of Glynn County have paid for. It's bad enough that we have to slowly ride behind a golf cart before being able to pass. The roads are so narrow and when trying to pass a bicycle that has no sense of road rules it can get a little frustrating and dangerous. Thank you for listening and I sure hope something can be done about this matter.

Nancy Reed

jandnreed@aol.com

Submission Date Apr 22, 2021 2:41 PM

Name Nancy Reed

Address 6 Hayes Ave
Jekyll Island, Georgia, 31527

Email Address jandnreed@aol.com

Message
Number 1 concern is the bike paths. There is no way it would be safe to allow the e-bikes On the bike path.
Number 2 concern is more slow moving vehicles in Jekyll would cause traffic back ups. Most Gem and golf cart drivers don't know the are supposed to stay right to allow other vehicles to pass. Adding e-bikes would complicate traffic.
We are residents do appreciate the beauty of JI. However, there are many times we need to leave the island. Just the Gems and carts already cause delays. Sudden stops of those can result in accidents..

Shari Sylvia

ssylvia33@gmail.com

Submission Date Apr 22, 2021 2:41 PM

Name Shari Sylvia

Address 107 Quail Run
Crawfordville , Florida, 32327

Email Address ssylvia33@gmail.com

Message Please allow ebikes on the island. I was just there for our 33rd anniversary and really enjoyed riding our bikes all around the island on the bike trails. This is one of the main reasons we visit your island is for the bike trails. Thank you.

Bryan Hendley

bryanhendley@gmail.com

Submission Date	Apr 22, 2021 1:07 PM
Name	Bryan Hendley
Address	st. simons island, Georgia, 31522
Email Address	bryanhendley@gmail.com
Message	<p>In response to the e-bike ordinance, and the comment that e-bikes go up to 25 mph...</p> <p>Class 1 and 2 e-bikes go up to 20 mph, not 25. We are currently renting e-bikes on St. Simons Island, not Jekyll, but there is great benefit to people who may not normally be able to ride a bike and enjoy our islands. This includes elderly, those who may be injured, or people who may not be physically fit enough to get all around the island without some assistance. Most of the e-bikes that you are seeing on Jekyll are likely only going 20 mph at the absolute top speed.</p> <p>It's possible to put constraints on what you will allow, without banning them entirely. It's new, and perhaps intimidating because you aren't quite sure how to manage it, but it's important to operate with specific facts. Having a measured response could be beneficial to Jekyll and it's visitors.</p>

Packy McKibben

gakayaker@yahoo.com

Submission Date Apr 22, 2021 12:43 PM

Name Packy McKibben

Address 104 Palm Club Cir
Brunswick, Georgia, 31525

Email Address gakayaker@yahoo.com

Message Now that I've read the ordinance, it looks like all you're doing is stopping the renting of ebikes. this will not impact me in any way. So I have no input on that issue.

I would, still, like to take this opportunity to say I'd like to see more pram ramps along the public paths in parking lot areas. Especially near Tortuga Jacks. It would be easier to avoid people going to eat if bikers could get off the path 100 yards before the restaurant, follow the parking lot, and then get back on the path on the far left side of the restaurant. But you'd need to install a new pram ramp there. thanks

Babbie Davis

nene2686@gmail.com

Submission Date Apr 22, 2021 12:28 PM

Name Babbie Davis

Address 1047 Log Cabin Rd
Jesup, Georgia, 31545

Email Address nene2686@gmail.com

Message We come to the island to camp often. We also make trips (grands too) to just ride bikes. My husband rides a regular bike but I ride an e bike. I have Rheumatoid Arthritis & this is the only bike I can ride. My body gives out at times & I cannot continue to pedal. Please don't take this enjoyment & the only exercise I have on the island away.

Packy McKibben

gakayaker@yahoo.com

Submission Date Apr 22, 2021 12:17 PM

Name Packy McKibben

Address 104 Palm Club Cir
Brunswick, Georgia, 31525

Email Address gakayaker@yahoo.com

Message I'm a eBike rider. And love coming to the island to ride. I'm also retired and in my 70s.

The reason I have an eBike is because of a hip problem I have. I can't walk for long enough distances to get a good workout. So I bought a eBike that could give me locomotion as a regular bike does, but where I have a backup, to be able to get back to my starting point if I need that assistance. My usual routine is to ride without assistance until my hip starts bothering me. That's about an hour. I try to time it so I'm back at my start point, but sometimes I do put my eBike in #1 mode which is the lowest assist mode, to get back to my start point.

I've been doing this since Oct 2020. During that time I have seen near misses between walkers and bikers. Those problems happened at choke points along the path. At the restaurant "go around" where people going to eat are crossing path with walkers and bikers. The other spot is near all the shops where there are a lot of tourist/people walking around.

I've never been involved in any kind of near miss or had any problems riding. I'm conscious that I'm on a path for walkers and bikers. I've read up on the rules of the road for that situation. And I'm a senior citizen who doesn't want to fall off a bike, no matter which kind.

My input:
eBikes aren't going away. People like them and want to have fun on them.

Education is always a good place to start. One page of "rules" given to all people walking, riding bikes, or eBikes would help to a degree.

There are always "rebels" who don't want to follow the rules...LOL

So we all do need rules if we're all going to get along.

But I do want to say that I don't think y'all should ban eBikes altogether. I wish there was enough room on the roadway, so bikes could avoid the choke points I talked about. In fact I think y'all should make it easier to get around that Restaurant out away from the shops. I usually get off the walking/bike path, go into the parking lot (just before the Restaurant) which gets me away from the people entering the Restaurant. The problem is there's no easy way to get up over the curb there. One way to help bikers at that choke place would be to add (not sure what to call it) one of those crossing places for disabled people that can't get over the curb. A flat place/ramp/cutout in the curb so walker/biker flow isn't interrupted because they're trying to get up, over the curb. I could give y'all a graphic of what I'm talking about if this form allowed that/it doesn't.

Suggestions: things you can try
(added to overall rules for walkers, bikers, etc.)

(added to overall rules for walkers, bikers, etc.)

Impose a speed limit within certain areas, and/or times: weekdays/weekends

Try to use the parking lots as a way for all bikers to get around choke points. With caution signs for parking and bikes to watch out. These parking lot get around should be minimally used. I don't know. I'm sure y'all are probably

wanting to keep cars and bikes out of each one's way more than bikes and people. Having said that, there have been times when I got off the path and into a parking area to get around congested areas on the walking/biking path. For me, that doesn't happen very often. But my usual routine is on weekdays not weekends. I try to avoid the busy times. And can since I'm retired.

Install new curb "get over" points along the most used paths, choke points, etc. if you think you want to give bikers an easy way to get around choke points and use the parking area or roadway.

I have not had or seen any problems away from the shopping areas. Out on the island, I've found no issues. Except for path maintenance. Sorry, I do need to add that to the mix. There are some low hanging branches and busted concrete out there to avoid (if you see them before it's too late).

I don't know what the stats are, but if you give that info to all bikers/walkers, that will help people understand there is a problem and they need to be a part of solving the problem. SPEED, I would think is the problem. And the one that needs to be focused on.

I hope y'all don't do away with eBikers. They help me get more exercise. And give me backup to get back to my starting point.

thanks

Lloyd S. Westbrook II

w4ao.dx@gmail.com

Submission Date	Apr 22, 2021 11:57 AM
Name	Lloyd S. Westbrook II
Address	ILA, Georgia, 30647
Email Address	w4ao.dx@gmail.com
Message	Bravo, e-bike use most definitely needs to be strictly regulated.

Cindy Randolph

cprandolph@hotmail.com

Submission Date Apr 22, 2021 9:20 AM

Name Cindy Randolph

Address 2005 Lambert Lane
Tallahassee , Florida, 32317

Email Address cprandolph@hotmail.com

Message We visit the island for a few days several times a year. Our favorite thing to do is ride our bikes everywhere, shopping, beach, out to eat, absolutely everywhere. We never crank our car once we are on the island. Ebikes are bicycles and should always be allowed on bike trails and not discriminated against. Many people, would not be riding bikes, if it weren't for ebikes. if you don't allow ebikes on the trails, they will have to ride on the roads, which will cause problems with vehicles or they just won't visit the island at all. Please do not let a few ebike haters destroy the opportunity for the rest of us, especially aging visitors to use the bike trails. We love the trails and can no longer ride bikes unless they are ebikes, due to health issues. Thank you!
Cindy Randolph

Gena Cauthen

gcauthen@hartcom.net

Submission Date Apr 22, 2021 9:19 AM

Name Gena Cauthen

Address 368 Lake Pointe Road
Hartwell, Georgia, 30643

Email Address gcauthen@hartcom.net

Message As an older homeowner on Jekyll Island, I appreciate the Authority's concern for the safety of all residents/visitors on the bike paths. However, I believe it is important to differentiate between pedal assist bikes and full throttle e-bikes in your ordinance. Many older riders need some assistance in order to enjoy riding around our beautiful island. Why not allow rentals with only pedal assist with no full-throttle. If rider is not pedaling, then no assistance.

Robert Wells

kd4trk@gmail.com

Submission Date Apr 22, 2021 9:10 AM

Name Robert Wells

Address 4430 Tucker Square
New Port Richey, Florida, 34652

Email Address kd4trk@gmail.com

Message Please be sure to note the difference between pedal assist and throttle assist e-bikes. Pedal assist bikes must be pedaled to operate, while throttle assist e-bikes do not need to be pedaled. Most pedal assist bikes do not provide assistance beyond 20 MPH. Please also refer to the National Parks e-bike guidelines on this link: <https://www.nps.gov/subjects/biking/e-bikes.htm>.

Scott Long

scott@scott-long.com

Submission Date Apr 22, 2021 9:05 AM

Name Scott Long

Address 1055 Martin Ridge Rd
Roswell, Georgia, 30076

Email Address scott@scott-long.com

Message

Dear JIA -- Regarding the banning of e-bike rentals. For some people of certain age or health conditions or even level of fitness, a pedal-assist e-bike is their only alternative to using a car for everything.

If people are forced into cars, in addition to being denied the ability to visit the trails, they will be consuming more of the scarce parking on the island.

Please consider allowing true pedal-assist e-bike rentals, where the electric motor is only activated when the rider is actively pedaling and there is no throttle activated or available on the bike -- the only way to activate the motor is by pedaling, and the motor assists the rider rather than fully propelling the bike.

I believe that permitting the rental of true pedal assist bikes with no ability to activate a throttle would address the concerns over e-bikes without discriminating against those unable to ride a bike for extended periods.

Thank you,
- scott

Susan Black

flora2pannier@outlook.com

Submission Date Apr 22, 2021 7:45 AM

Name Susan Black

Address 611 Springfield Rd
Columbiana, Ohio, 44408

Email Address flora2pannier@outlook.com

Message

Please consider those of us who are disabled/mobility compromised in your ban of e-assist bicycles. I winter at the island. I am unable to power a standard bicycle on my own and require the e-assist just to get it to move. I have no desire to race across the bike trails and to do so would put my own life at risk. I propose that those of us with valid state issued handicap placards be allowed to rent/use e-assist bicycles on the island. This would limit the number of bikes on the trails and those who would operate them. Thank you for your consideration in this matter.

Cecilia Warren

cclatomt@yahoo.com

Submission Date Apr 22, 2021 7:37 AM

Name Cecilia Warren

Address 19 Callaway Court
Brunswick, Georgia, 31525

Email Address cclatomt@yahoo.com

Message

As I can understand the concerns about e-bikes using bike paths but when are y'all gonna do something about regular bikes riding in the streets of Jekyll Island and not using the beautiful bike paths that the residents of Glynn County have paid for. It's bad enough that we have to slowly ride behind a golf cart before being able to pass. The roads are so narrow and when trying to pass a bicycle that has no sense of road rules it can get a little frustrating and dangerous. Thank you for listening and I sure hope something can be done about this matter.

Melissa Cruthirds

From: Milton Husted <mhusted@jekyllclub.com>
Sent: Wednesday, March 31, 2021 3:23 PM
To: Melissa Cruthirds
Subject: FW: E-Bikes
Attachments: E-Bikes for Seniors.docx

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Melissa,

Thank you for the information in advance of the meeting. I wanted to share some information from the perspective of the bike shop here at the Resort. We have been reviewing pedal assist electric bikes to help some of our older guests enjoy more of the island, which is in line with requests at the bike shop. We are also reviewing the possibility of pedal assist electric tricycles for those who don't feel like they have the proper balance to handle a bike. Our goal is to provide a family friendly experience for all Resort and island guests, and believe the pedal assist bike and trike can play a big part in helping create these memorable experiences. As a person having a brother with a neuromuscular disease who visits the island, him being able to participate with the family would create wonderful memories for both my brother and the rest of the family. I have attached some of the information researched as we considered this possibility for the Resort bike shop. I appreciate your consideration reviewing this information prior to the monthly board meeting.

Milton Husted | Director of Rooms

From: Melissa Cruthirds [<mailto:mcruthirds@jekyllisland.com>]
Sent: Wednesday, March 24, 2021 4:56 PM
Subject: E-Bikes

Hospitality Partners:

We have been contacted recently from various interested parties regarding e-bikes on Jekyll Island. The Authority has serious concerns about the safety of e-bikes on our pedestrian and bike paths. We have received reports of accidents that have already occurred with privately owned e-bikes on Jekyll Island, and we are concerned about the ability for e-bike riders to manipulate the speed limiter and cause a public safety issue.

At this time, the JIA has not authorized any entity to rent, sell, or offer tours on e-bikes. Further, staff is reviewing regulations regarding e-bikes to bring before the Board at the April Board meeting.

Thank you for your consideration in this matter.

Melissa R. Cruthirds, *General Counsel*
The Jekyll Island Authority
Office: 912-635-4407 | **Fax:** 912-635-4004

Melissa Cruthirds

From: Jones Hooks <joneshooks@bwkeda.com>
Sent: Wednesday, March 31, 2021 4:29 PM
To: Melissa Cruthirds
Subject: FW: Bike tours - initial email

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

FYI...Here's the actual email...

Jones

From: David O'Quinn <doquinn@glynncounty-ga.gov>
Sent: Saturday, March 20, 2021 10:23 PM
To: Jones Hooks <joneshooks@bwkeda.com>
Subject: Bike tours

Jones,

Hope all is well, I have a friend whose son started a business last year doing bike tours on St. Simons. Who would he need to talk to about setting up tours that he would lead on Jekyll. They want to be sure they are following the rules . Thanks for the help.

Sincerely,

David O'Quinn
Get [Outlook for iOS](#)

Melissa Cruthirds

From: Dion Davis <dion@jekyllislandfoundation.org>
Sent: Monday, April 26, 2021 9:05 AM
To: Melissa Cruthirds
Subject: FW: Website New Entry: Contact Form

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: Duane Johnson <duane@johnsonstesting.com>
Sent: Thursday, April 22, 2021 9:08 AM
To: Info <info@jekyllislandfoundation.org>
Subject: Website New Entry: Contact Form

Full Name

Duane Johnson

Email

duane@johnsonstesting.com

Phone

(317) 507-8944

ZIP / Postal Code

31522

Questions or Comments

I see that a vote to restrict Ebikes took place last night. For an Island known for promoting exercise and even older visitors this seems to have negative implications. Ebikes are not "motorcycles" and are being used by all ages. Jekyll is to be explored by everyone and if Ebikes make this possible I am totally in favor.

Sent from [Jekyll Island Foundation](#)



May 18, 2021

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: MARIA HUMPHREY, LEASE MANAGER
RE: CAROLINE'S GIFTS
ASSIGNMENT OF LEASE

Since 2015 Don & Caroline Naysmith have owned and operated CARDON ENTERPRISES, LLC d/b/a CAROLINE'S GIFTS in the Beach Village shopping center. The Naysmith's are selling the business to Kevin & Janeen Edmiston. The Edmiston's wish to operate under the name TERRAPIN CAPITAL, LLC with the same d/b/a of CAROLINE'S GIFTS, and are requesting the Jekyll Island Authority Board of Directors approve an assignment of the current Lease Agreement.

The Edmiston's have passed the Authority's background and credit references check. All Rental Agreement terms will remain the same. Any previously negotiated variances outside of the Lease Agreement will no longer apply. The Edmiston's have expressed their desire to continue to operate the business using the same business model that is currently in place, and fully understand any substantial change to their retail offerings or business plan will need to be approved before the changes can be made.

There is one document to be considered by this board to effectuate this sale:

- 1) The Assignment of the current Lease Agreement from CARDON ENTERPRISES, LLC to TERRAPIN CAPITAL, LLC.

Pursuant to the current Lease Agreement, the Authority must approve the assignment as approval shall not be unreasonably withheld, delayed, or conditioned. As a reminder, the Lease Agreement contains the following terms which were approved when the lease was first executed January 20, 2015:



ASSIGNOR:	Cardon Enterprises, LLC d/b/a Caroline's Gifts
ASSIGNEE:	Terrapin Capital, LLC
LOCATION	This will be the same location, 10 Main Street, Suite 102.
LEASE TERM	Until August 18, 2021. RENEWAL OPTION: 2 renewal options remain of the original 3 X 3-year options. When all renewals are exhausted the Lease Agreement will expire August 18, 2027.
USE OF PREMISES	Lessee is allowed to use the premises as an establishment retailing fresh flowers, cards, gifts, and coordinating events. Tenant shall not modify or change the premises without prior, express written consent of Landlord.
RENT	Monthly Base Rent: \$ 1,035.86, +\$ 1,241.87 Annual Special Event Fee.
	<ul style="list-style-type: none"> • Annual CPI Adjustment to Base Monthly Rent <ul style="list-style-type: none"> ○ No more than 8% annual increase
SECURITY DEPOSIT	2 times the monthly base rent



INSURANCE	<ul style="list-style-type: none"> • Commercial General Liability Insurance • Workers' Compensation Insurance
UTILITIES	<p>Lessee is responsible for all water, gas, light, power, sanitation (sewerage or otherwise), telephone, internet, cable, and other utilities or services required for Lessee's use of the premises.</p>
HOURS OF OPERATION	<ul style="list-style-type: none"> • 10AM-8PM - Mon-Sat (March- October) • 12PM-8PM – Sunday (March- October) • 10AM-6PM - Mon-Sat (November- February) • 12PM-5PM – Sunday (November- February)

POSSIBLE BOARD ACTIONS

1. Deny the Assignment.
2. Approve the Assignment.
3. Suggest other alternatives.

RECOMMENDATION

Action Number Two is recommended if the Board wishes to approve the Assignment of Caroline’s Gifts from the Naysmith’s to the Edmiston’s.



May 12, 2021

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: MELISSA CRUTHIRDS, GENERAL COUNSEL
RE: AMENDMENT TO RENTAL AGREEMENT with LIGHTHOUSE TROLLEYS

At the July 21, 2020 Board Meeting, this Board approved a rental agreement with **The Fendig Company, LLC d/b/a Lighthouse Trolleys**, which offers trolley tours on the island. The rental agreement designates four parking spots outside of the Morgan Center for Lighthouse Trolleys to park its trolleys. Recently, the Jekyll Island Club Hotel contacted the Authority, stating that the trolleys could be seen in pictures taken at the Morgan Center. Tenant has agreed to move its trolleys to another location in the same parking lot to alleviate this concern. There are no other changes to the rental agreement.

Location of parking spots,
July 2020 Agreement,
(outlined in black):



Location of parking spots,
proposed amendment,
(outlined in red):



POSSIBLE BOARD ACTIONS

1. Deny approval of the amendment to the rental contract.
2. Approve the amendment to the rental contract.
3. Suggest other alternatives.

RECOMMENDATION

Action Number Two is recommended if the Board wishes to approve the amendment to the rental contract with The Fendig Company, LLC d/b/a Lighthouse Trolleys.

The Jekyll Island State Park Authority (JIA) and Committees met in Public Session on Tuesday, March 16, 2021 via phone. The meeting was also broadcasted to the public on YouTube.

Members Present: Mr. Joseph B. Wilkinson Jr., Chairman
Mr. Bob Krueger, Vice Chairman
Mr. Bill Gross, Secretary/Treasurer
Commissioner Mark Williams
Dr. Buster Evans
Mr. Dale Atkins
Ms. Joy Burch-Meeks

Members Absent: Mr. Trip Tollison
Mr. Glen Willard

Key Staff Present: Michael Scott, Director of Historic Resources
Andrea Marroquin, Museum Curator
Noel Jensen, Chief Operations Officer
Jenna Johnson, Director of Human Resources
Alexa Orndoff, Director of Marketing and Communications
Melissa Cruthirds, General Counsel
Jones Hooks, Executive Director
Marjorie Johnson, Chief Accounting Officer
Nancy Kring Rowan, Event Operations Manager
Michelle Webb, Executive Assistant

Mr. Krueger chaired the meeting, as Mr. Wilkinson participated via phone. Various members of the public, staff, and press listed online.

There were four public comments, which were read into the record by name and topic as follows:

1. Steve Smith – Golf Master Plan
2. Skip Adamson – Appraisal of 5 Hayes Ave
3. Mindy Egan – Noteworthy Improvements to the Island
4. Michael Parker - Amphitheater

I. Historic Preservation/Conservation Committee

A. Michael Scott, Director of Historic Preservation and Andrea Marroquin, Museum Curator gave the presentation on Faith Chapel's Bourne Memorial Tiffany Windows. Celebrating the centennial anniversary of the windows, the Historic Preservation Department gave a presentation on the history of the windows to the Board and outline the activities available. The windows were commissioned in memory of the former head of the Jekyll Island Club, Frederick Gilbert Bourne. He and several other club members were friends of Tiffany, who visited the island several times and even came out of retirement to oversee portions of the windows' progress. Mr. Scott noted that the island had been very lucky the piece has survived, due to the dangers of island storms. With the financial support of the Friends of Historic Jekyll Island, the Authority was able to consult with Neal Vogel, a stained-glass conservator and expert, to update them on the status and needs of the windows. Ms. Marroquin concluded that the department was now in the process of

evaluating the next steps for the Tiffany window repair and restoration project. Mr. Scott continued by stating that they were working on celebration events and activities for the window centennial.

There were no public comments.

II. Finance Committee

A. Mr. Bill Gross, Finance Committee Chair, summarized the March financials. Revenues for the month \$104,000 more than budgeted. Year to date revenues reflect a favorable \$1.4 million variance and an unfavorable \$1.7 million variance from prior year to date revenue. Parking fees and the Convention Center had the largest variance from budget. The campground continues to perform better than budgeted. McCormick's Grill closed permanently on March 1st and was therefore less than budgeted. Expenses for the month were \$315,000 less than budgeted. The largest expense variances were from Human Resources due to vacant positions and contracts for the Convention Center, due to furloughs and the management fee being deferred. Net operating cash income was \$454,500, which was \$419,000 better than budgeted. Net year to date operating cash was \$3.7 million better than budgeted. March traffic was 45,760 more than March of 2020. Revenues for the hotels were \$1.9 million better than March 2020. Occupancy rate was 70.4%, up from 46.6%. Year to date revenue for 2021 was \$691,000 less than 2020 year to date.

Mr. Hooks commented retail sales had experienced record consecutive days sales during the months of March and April. He also reminded the Board that the budget had been reduced due to the impacts of COVID-19, and the revenues reported were higher than anticipated. Mr. Gross commented that while convention business was still decreased, leisure travel had increased.

B. Noel Jensen, Chief Operations Officer, presented a funding request for equipment replacement in the water/wastewater plant and lift station from Water/Wastewater Reserves. Mr. Jensen explained that during a recent scheduled survey of operations it was determined that replacement of equipment including pumps, the bar screen at the water plant, and other associated parts were needed. Additionally, funding was needed for the Environmental Protection Division (EDP) required 10% of water meter replacements, which were underfunded in 2020 due to COVID. He also noted that the lifespan of this equipment was past its life expectancy. As noted in both the Capacity Study, and internal inspections, capital improvements for Water/Wastewater were needed. Therefore, the Water/Wastewater Department requested a capital expenditure not to exceed \$300,000 for the requested equipment.

The motion to approve was made by Mr. Krueger and seconded by Commissioner Williams. The motion was unanimously approved with no objections.

C. Mr. Jensen and Colette Edmisten, Assistant Aviation Program Manager for Georgia Department of Transportation (GDOT) Intermodal, then discussed a Federal Aviation Administrative (FAA) funding correction for the airport fuel farm. Mr. Jensen began by explaining that between 2018 and 2020, a 1,000-gallon fuel tank for the airport was purchased and built with \$252,404.17 of funding received from GDOT and the FAA. However, in a recent FAA audit, it was determined that the GDOT did not correctly qualify the tank farm project for the funding, as it was neither safety nor maintenance related.

Therefore, the Authority and two other airports in Georgia were requested to return the funds.

He then introduced Colette Edmisten of the GDOT to explain the issue further. Ms. Edmisten stated that 2018 funding from both the state and federal government was administered by GDOT for funding the project. However, in 2020 the FAA supplied new guidance to GDOT that clarified projects needed to fall under safety or maintenance improvements. As a result, the revenue generating fuel project on Jekyll (which had already been completed) no longer qualified for the previously awarded funding. Therefore, the JIA was required to return the money.

Mr. Hooks questioned if other airport improvements which had been funded by GDOT would need to be paid back. Ms. Edmisten confirmed this would not be the case, as all other projects had been vetted appropriately as safety improvements. Mr. Hooks then asked if GDOT would consider using this funding for another project. Ms. Edmisten confirmed that if the Jekyll airport had 10 based aircraft, they would reach the FAA standard of "basic". At that point, GDOT would be able to either reimburse 90% of the expenditure, or they could issue funds toward the construction of the new airport terminal. The fuel tank funds could be considered the Authority's local contribution, potentially resulting in the new terminal being built for free.

The motion to repay \$179,372.35 to GDOT intermodal was made by Mr. Williams and seconded by Dr. Evans. The motion was unanimously approved with no objections.

Mr. Krueger requested clarification about the future funds from GDOT. Mr. Hooks stated that the money for the fuel farm were being returned, as requested. However, there was a commitment for the \$179,372.35 to be granted for Jekyll for use at the airport in the future.

There were no public comments.

III. Human Resources Committee

A. Jenna Johnson, Director of Human Resources, spoke about the retirement of Gary Brunson, Golf Course Maintenance. Ms. Johnson introduced the presentation for the retirement of Gary Brunson after 13 years of service in Golf Course Maintenance. Mr. Aaron Saunders, Director of Golf Operations, praised Mr. Brunson for his attention to detail and efforts to get the golf course back open after Hurricanes Matthew and Irma. He stated Mr. Brunson would be greatly missed.

There were no public comments.

IV. Marketing Committee

A. Alexa Orndoff, Director of Marketing and Communications continued by giving the report from Marketing Department. Ms. Orndoff began by reviewing the previous shift from a quarterly Island Guide to an annual Island Guide in January of 2020. Due to costs, delays, and COVID the current Island Guides was only a map for visitors. Now, a newly available annual Island Guide will contain descriptions of businesses, information about programming, and experiences available on the island. These guides will be distributed to lodging facilities, the marina, airport, kiosks, and welcome centers around the region.

She then gave an update on the Turtle Crawl. The event will be held virtually on May 1st. There were 755 participants register this year, 100 of which had confirmed their intent to race on Jekyll Island. Donations for the Turtle Center increased 141% as compared to 2019. An estimated \$15,000 in funds were raised for the GSTC.

Lastly Ms. Orndoff announced that the Summer Waves Waterpark would be opening May 14th this year and included a new attraction, the Man O'War. The Man O'War included two tube slides and two body slides, opening to the public on May 28th.

There was no public comment.

VI. Committee of the Whole

A. Melissa Cruthirds, General Counsel, presented the assignment of lease for Jekyll Beverage Center. Ms. Cruthirds explained that Andy Taylor, the owner of Jekyll Beverage since its opening in 2016, wished to sell. Glover Package of Jekyll LLC, owned and operated by brothers Michael and Miller Glover, were the proposed new owners. The Glovers had completed the application process and the lease was presented for Board approval. She reminded the Board that the Authority was currently in litigation with Mr. Taylor regarding Jekyll Beverage. As a result, the new proposed lease has updated and clarified clauses restricting the Authority's issuance of off-premises consumption licenses for beer and wine to other entities in the Beach Village and immediate area surrounding beach village. Exceptions to the restrictions include licenses already issued, room service, catering, special events licenses, and for licenses issued for no more than three days during a festival. All other portions of the lease agreement remain unchanged.

The Glovers were introduced to the Board. They thanked the Board for their consideration of the lease assignment and looked forward to running a business on the island.

The motion to approve the assignment of lease was made by Dr. Evans and seconded by Mr. Gross. The motion was unanimously approved with no objections.

B. Ms. Cruthirds then presented the Request for Proposal #361 for code revision. Ms. Cruthirds stated two bids had been received. The two bids were evaluated, and the committee recommended award to GMC. The GMC proposal anticipated the project to be completed in December 2021 at a price of \$88,520. Staff requested additional funding, a total of not to exceed \$125,000. This additional funding was needed to bring in subject matter experts for the wide range of revisions.

Mr. Gross asked when the last general overview had been completed; Ms. Cruthirds responded in 2012.

The motion to approve RFP and funding was made by Mr. Atkins and seconded by Mr. Gross. The motion was approved unanimously with no objections.

C. Ms. Cruthirds continued by introducing Invitation for Proposals #1 for available infill lot for residential construction at 5 Hayes Avenue. The 5 Hayes property had been previously discussed with the Board as the Authority had been able to obtain the distressed property before it went up for a tax sale. The Authority then demolished the home due to the condition of the structure. The Authority had recently had an appraisal completed, to

facilitate proposals by potential lessees. The Authority hoped proposals would further the goal of revitalization in that neighborhood and selection was designed to show a preference to a single-family home. The JIA was encouraging proposals from individuals. Mr. Hooks stated the IFP was written to select the best proposal for the neighborhood and island.

Mr. Krueger confirmed with Mr. Hooks that final selection would require Board approval. Commissioner Williams asked if a developer or a home builder could also submit bids and Mr. Hooks confirmed they were not excluded. Mr. Gross inquired if there were architectural or design guidelines included in the IFP. Ms. Cruthirds stated that interested parties were directed to the Jekyll Island Authority Design Guidelines and a concept design with numerous specifications were required with submissions.

The motion to approve was made by Mr. Gross and seconded by Mr. Atkins. There were no objections.

D. Mr. Jensen then spoke to Request for Proposal #360 for the new Public Safety Complex. Mr. Jensen stated the 13 bidders were reviews and ranked. The top five bids were invited to present their proposals in person and the review committee recommended Jericho Design Group with a bid of \$152,500. The price was middling amongst the other proposals and the company had great references. In fact, their references included the project management team which was instrumental in the construction of the Jekyll Convention Center. Georgia State Patrol staff was also involved in the selection. Jericho Design Group will complete a facility needs assessment, schematic drawings, and final construction documents. Staff requested an additional amount no to exceed of \$7,500 to conduct preliminary geotechnical testing.

Mr. Hooks stated the requested geotechnical work would need to be done, regardless of the bid selected. He also clarified that this RFP was only the first step, construction funding would still be required. Mr. Jensen concluded by saying drawings were anticipated by the end of the year.

The motion to approve the request was made by Ms. Burch-Meeks and seconded by Commissioner Williams. The motion unanimously approved with no objections.

E. Mr. Hooks introduced the first reading for Ordinance #O-2021-2, Rental of Certain Vehicles. Mr. Hooks stated the Board's history of regulating and, if needed, prohibiting certain modes of transport such as motorized scooter kiosks. The proposed ordinance addresses a safety concern about electric bikes (e-bikes) with speeds up to 25 mph. Safety concerns with sharing pathways with pedestrians, families, and traditional bikes were the impetus for the proposed ordinance. Ms. Cruthirds summarized the ordinance would limit the rental and use of e-bikes on Jekyll Island. E-Bike rentals and E-bike tours would be prohibited.

Commissioner Williams asked Ms. Cruthirds if individuals would be allowed to use their personal e-bikes on Jekyll island. She responded yes; this ordinance was focused on limiting the commercial rental of e-bikes. Next, Mr. Krueger clarified this was a first reading, and no action was needed. Mr. Gross then asked if electric skateboards were addressed, and Ms. Cruthirds stated they were already prohibited. Commissioner Williams asked about Segways. Mr. Hooks answered that technically, Segways were not motorized. However, Segways were already controlled, and rentals only allowed by a tour operator who provides safety training before use.

F. Ms. Marjorie Johnson then presented the Request for Proposal #363 for Jekyll Island permitting, licensing, and lease/contract management software. This is a request to procure software to automate and help manage permitting, licensing, leasing, and contracts. This would not only allow for greater efficiency, but also for improved features such as customer self-service online.

The motion to approve RFP #363 was made by Commissioner Williams and seconded by Dr. Evans. It was unanimously approved with no objections.

G. Mr. Hooks and Ms. Marjorie Johnson proposed Resolution #R-2021-5 for a Campground Bond Project. Mr. Hooks was happy to announce that House Bill #81 for bond funding included money for the Jekyll Island Campground. Request for funding of this project began in 2018. The formal resolution presented by Ms. Johnson accepted the \$2,950,000 of bond funds and outlined the allowable usages, taxability, sales date, and restrictions.

Commissioner Williams and Mr. Hooks then discussed occupancy rates at various state campgrounds across Georgia. Mr. Gross mentioned he was impressed by Jekyll's occupancy rates above 60% and Mr. Hooks outlined the limitations of occupancy past 80% due to space.

The motion to adopt the resolution was made by Commissioner Williams and seconded by Ms. Burch-Meeks. The motion unanimously approved with no objections.

H. Noel Jensen followed by presenting the Consideration of Award for Request for Quotation #342 – Jekyll Island Sewer Cleaning and Mapping. Four bids were received for the RFQ. After committee review, staff recommended to award the project to Roberts Civil Engineering with the bid of \$369,000 pending contract completion and legal review.

This RFQ was the redo of a previous request that was reworked to clarify the services and technology required. The new system will clean and map the whole Jekyll Island Water/Wastewater system, provide an analysis from a professional engineer rating the condition of each section, and provide the ability for staff to use an iPad to pinpoint and view the conditions of the pipes without digging. This request also addressed some needed for improvements highlighted in the Carrying Capacity Study.

The motion to approve the award of RFP was made by Mr. Gross and seconded by Ms. Burch-Meeks. The motion was unanimously approved with no objections.

I. Mr. Hooks then introduced the Request for Proposal #364 for Jekyll Island Amphitheater. While the amphitheater was approximately 50 years old, its revival had been discussed since 2011. In 2012 a structural engineering study was completed, but a hurricane caused further damage requiring removal of the staging structure. While this project had long been included in the long-range capital plan, there was a need for additional lodging to accommodate a venue of this size. Mr. Hooks felt the time was right to explore proposals for the Amphitheater space with the new Courtyard/Residence Inn opening in June and a stronger economy. There were no financial commitments required from the Authority at this time, and proposals would be accepted on a rolling basis for review and consideration.

Mr. Gross clarified the capacity of the facility. Mr. Hooks stated it was 1,700 with the possibility to expand to about 2,000 seats. Mr. Krueger asked Mr. Hooks when the amphitheater was last in use and staff estimated it was in 2004 or 2005.

The motion to approve RFP #364 was made by Dr. Evans and seconded by Commissioner Williams. The motion was unanimously approved with no objections.

J. Mr. Hooks then gave the Executive Director's Report. Mr. Hooks began by focusing on the Shrimp and Grits Festival for 2021. He noted several difficulties facing the festival this year including COVID-19 sensitive bus transportation, struggling restaurants, financial stress, and lack of time for planning. As a result, the availability of restaurants to complete, as well as the short-staffed local restaurant's ability to facilitate festival goers pointed toward a lackluster guest experience if the festival were to be held.

Ms. Orndoff followed by reiterating the issues with restaurants and added that many of the festival's previous sponsors had reduced funding for events due to COVID-19 related losses. As a result, many of the sponsors either backed out of the festival or could not commit at this time. Nancy Kring Rowan, Event Operations Manager, then continued that while some sponsors were unable to join this year, they confirmed a strong desire to participate in 2022. The next Shrimp and Grits festival will also mark the 15th anniversary of the event. Mr. Hooks additionally pointed out, Jekyll hotel partners were okay with canceling the 2021 festival, since the wedding and leisure demands were so strong for the fall.

In conclusion, staff hoped to forego the festival for 2021 rather than attempting to hold it at a lower standard and asked the Board for their input. Mr. Krueger and Ms. Burch-Meeks agreed with the staff assessment and plan of action. There was no other discussion or concerns from the Board.

Mr. Hooks announced that Fourth of July fireworks would be held on July 4th, 2021. Mr. Hooks discussed a letter distributed to the Board from himself to Colonel Daniel Hibner, Savannah District Commander for the Army Corps of Engineers. The letter outlined concerns regarding dredging during the summer, which is also turtle nesting season. The letter dated April 9th and a previous letter on March 24 outlined concern for turtles and other endangered species which could be injured in the dredging process. As the Georgia Sea Turtle Center is located on Jekyll, there was also concern regarding the lack of remuneration for the potential influx in injured sea turtles. There was a digital meeting with staff and the Corps. Mr. Ben Carswell, Director of Conservation discussed the impacts of dredging on marine wildlife, key stakeholders, and issues with federal policy.

Mr. Gross asked if there were previously documented cases from the region of sea turtles being injured during previous dredging projects. Mr. Carswell answer there were. Typically turtle injuries from dredging were either fatal or so severe they were legally considered fatal (until, in the remote possibility, a turtle could be rehabilitated and released back to the wild). Mr. Carswell mentioned there was currently a Kemp's Ridley Sea Turtle at the Center injured by the current dredging project at King's Bay. The expense for a turtle dredging injury was estimated to cost about \$5,000. However, the non-financial cost to the turtle and the staff were significant. Mr. Hooks stated that unless the Board wished to take a specific action, he would keep them informed.

Mr. Hooks next stated the Board the Georgia Trauma Commission grant of \$1,575.86 had been received. Mr. Krueger verified there was no action needed, due to the acceptance of the funds at a previous meeting.

The Master Plan update was moving forward with the University of Georgia Carl Vinson Institute.

Finally, Mr. Hooks announced that his Executive Assistant, Michelle Webb, would be leaving the Authority and moving with her family to Maine in June. He noted that she would be sorely missed.

K. As the Chairman's Comments, Mr. Krueger stated that he was proud of all the progress being made and the efforts of staff. Mr. Wilkinson thanked Mr. Krueger for acting as Chair and apologized for his absence due to family medical issues.

During public comment, Ms. Beverly Hopkins thanked the administration for their work limiting e-bikes. She also encouraged the Board to further examine golf cart usage on the island to ensure safety on the roads. In conclusion, she asked that the Board consider both the visitor and the resident experience for the island.

Mr. Jim Sherry discussed the Golf Master Plan and golf on Jekyll Island. He asked the Board to carefully consider newer data before making any changes or adopting a plan.

Mr. Steve Smith stated he was opposed to the Vincent Group Golf Master Plan. He submitted a petition against the proposed Golf Master Plan to the Board.

The Board members took a five-minute break following the Committee of the Whole before the Board Meeting.

The Jekyll Island State Park Authority (JIA) Board Meeting
April 20, 2021

The roll was called, and all members were present except Mr. Wilkinson, Mr. Willard, and Ms. Burch-Meeks. There was a quorum.

1. Mr. Atkins moved to accept the minutes of the March 16, 2021 Board meeting as presented. The motion was seconded by Commissioner Williams. There was no discussion, and the minutes were approved unanimously.

2. The funding request for equipment replacement in the Water/Wastewater Plant and lift station, a recommendation of the Finance Committee, was approved by unanimous consent.

3. The funding request for Georgia Department of Transportation Intermodal for the airport fuel farm reimbursement correction of Federal Aviation Administration funds recommendation of the Finance Committee, was approved by unanimous consent.

4. The assignment of lease for Jekyll Beverage Center recommendation of the Committee of the Whole, carried by unanimous consent.

5. Request for Proposal #361 for Code Revision, consideration of award and funding,

and a recommendation of the Committee of the Whole, was approved by unanimous consent.

6. Invitation for Proposals #1 for the available infill lot for residential construction at 5 Hayes Avenue, a recommendation of the Committee of the Whole, was approved by unanimous consent.

7. Request for Proposal #360 for the Public Safety Complex consideration of award and funding approval, a recommendation of the Committee of the Whole, was approved by unanimous consent.

8. Request for Proposals #363 for Jekyll Island permitting, licensing, and lease/contract management software, a recommendation of the Committee of the Whole, was approved by unanimous consent.

9. Resolution #R-2021-5 for the Campground Bond Project, a recommendation of the Committee of the Whole, was adopted by unanimous consent.

10. The award for Request for Quotation #342 for Jekyll Island sewer cleaning and mapping, a recommendation of the Committee of the Whole, was approved by unanimous consent.

11. Request for Proposal #364 for Jekyll Island Amphitheater, a recommendation of the Committee of the Whole, was approved by unanimous consent.

The motion to adjourn was made by Mr. Gross and seconded by Mr. Willard. There was no objection, and the meeting adjourned at 11:54 a.m.

A break of fifteen minutes was announced by Mr. Krueger before the start of the Golf Master Plan Work Session.

MEMORANDUM

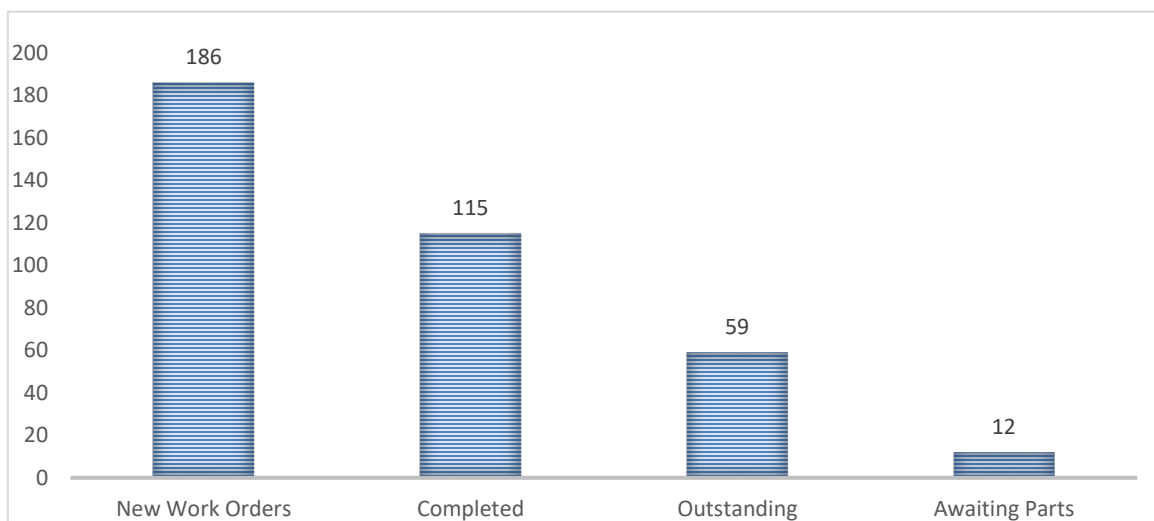
TO: COMMITTEE OF THE WHOLE
FROM: NOEL JENSEN, CHIEF OPERATIONS OFFICER
SUBJECT: OPERATIONS MONTHLY REPORT – APRIL 2021
DATE: 5/11/2021

PUBLIC SERVICES

April Highlights:

- Jekyll Island Airport (09J) self-serve aviation fuel (100LL) sold 2,291.80 gallons of 100LL aviation fuel totaling \$11,162.77 in sales for the month of April.
- Construction to rejuvenate and remark runway 18-36 and displace runway 36 threshold has been completed at the Jekyll Island Airport. Runway lighting rehabilitation with LED lights and permanent markings are scheduled to be installed beginning May 17th. Runway is open sans PAPI at 36 until flight checks are complete.
- State Office of Fleet Maintenance recognized the JIA vehicle maintenance department as one of only seven tier one fleets in the state of Georgia with a perfect score of 20 out of 20 criteria.
- Beach crossover construction continues with the completion of Barron Lane and the current construction of Bliss Lane. Updates and photos can be found on the Projects page of the Jekyll Island website:
<https://www.jekyllisland.com/jekyll-island-authority/beach-crossover-construction/>
- Installation of a new waterslide attraction is underway at Summer Waves. Information can be found on the Projects page of the Jekyll Island website:
<https://www.jekyllisland.com/jekyll-island-authority/summer-waves-attraction>
- The campground reached 87% occupancy in the month of April.

Operations Department Work Orders

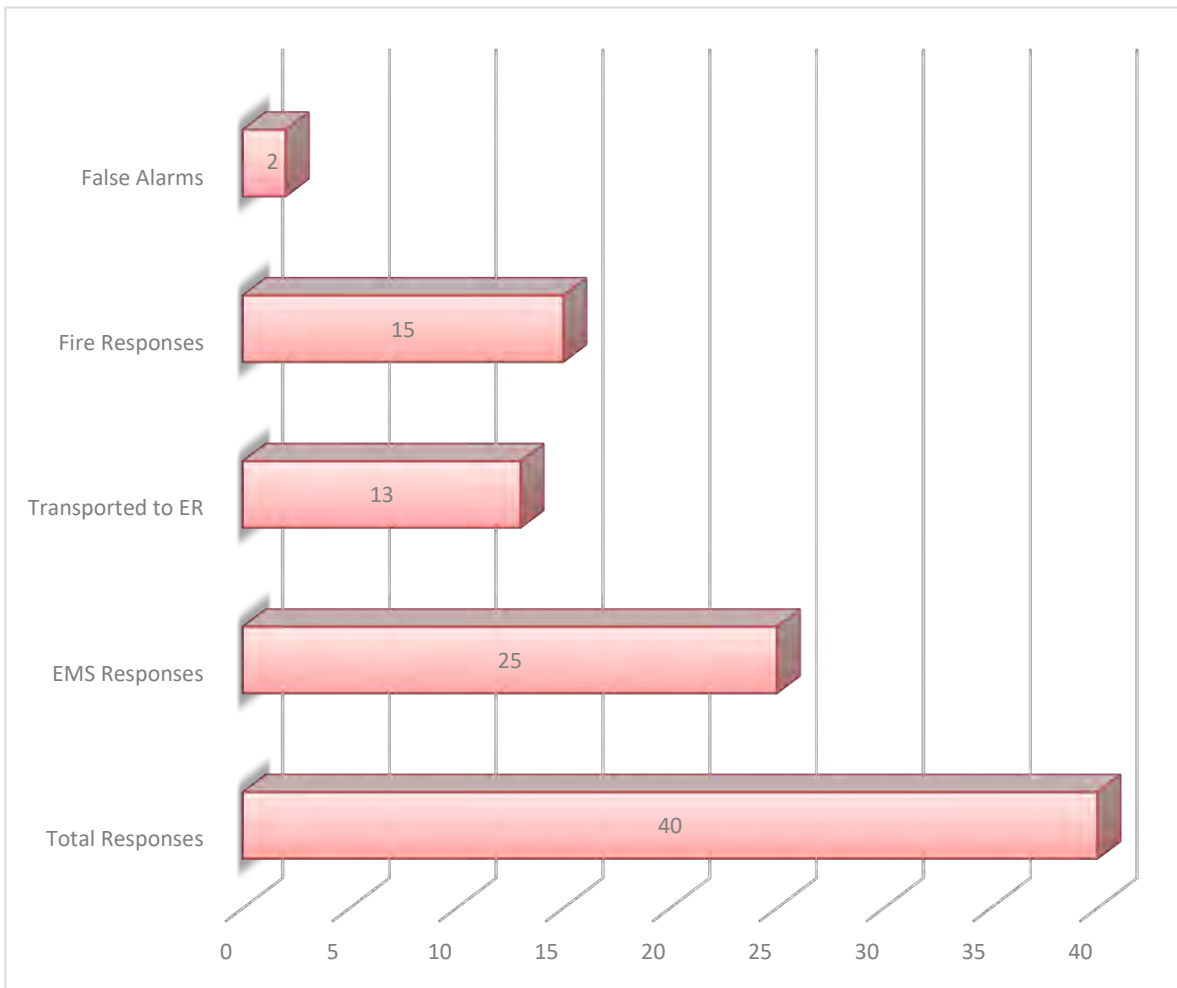


PUBLIC SAFETY – Fire & EMS

April Highlights:

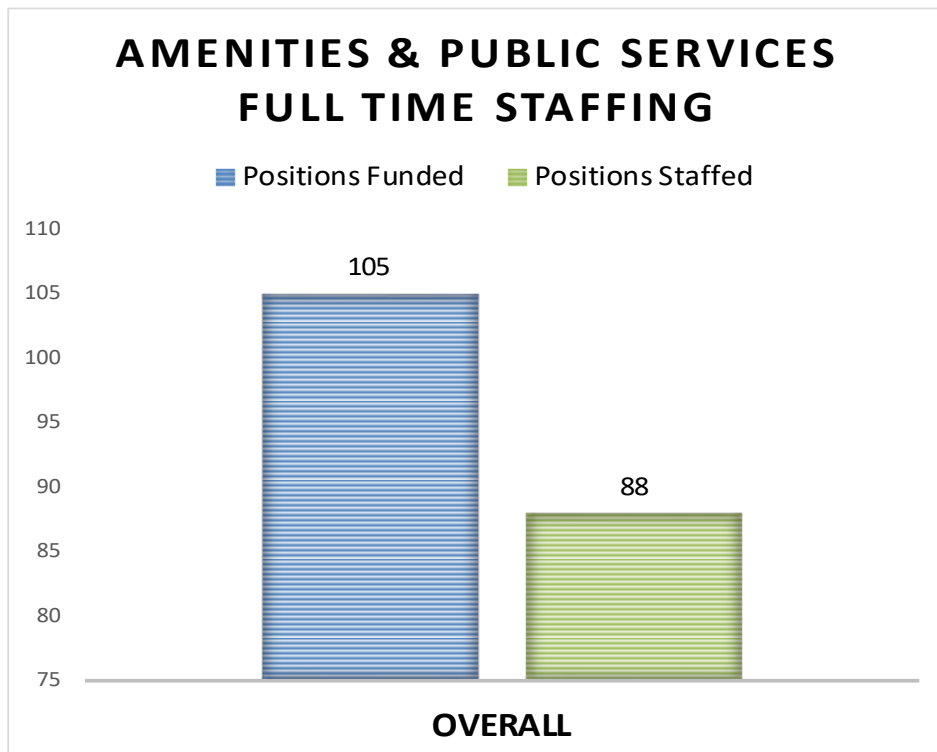
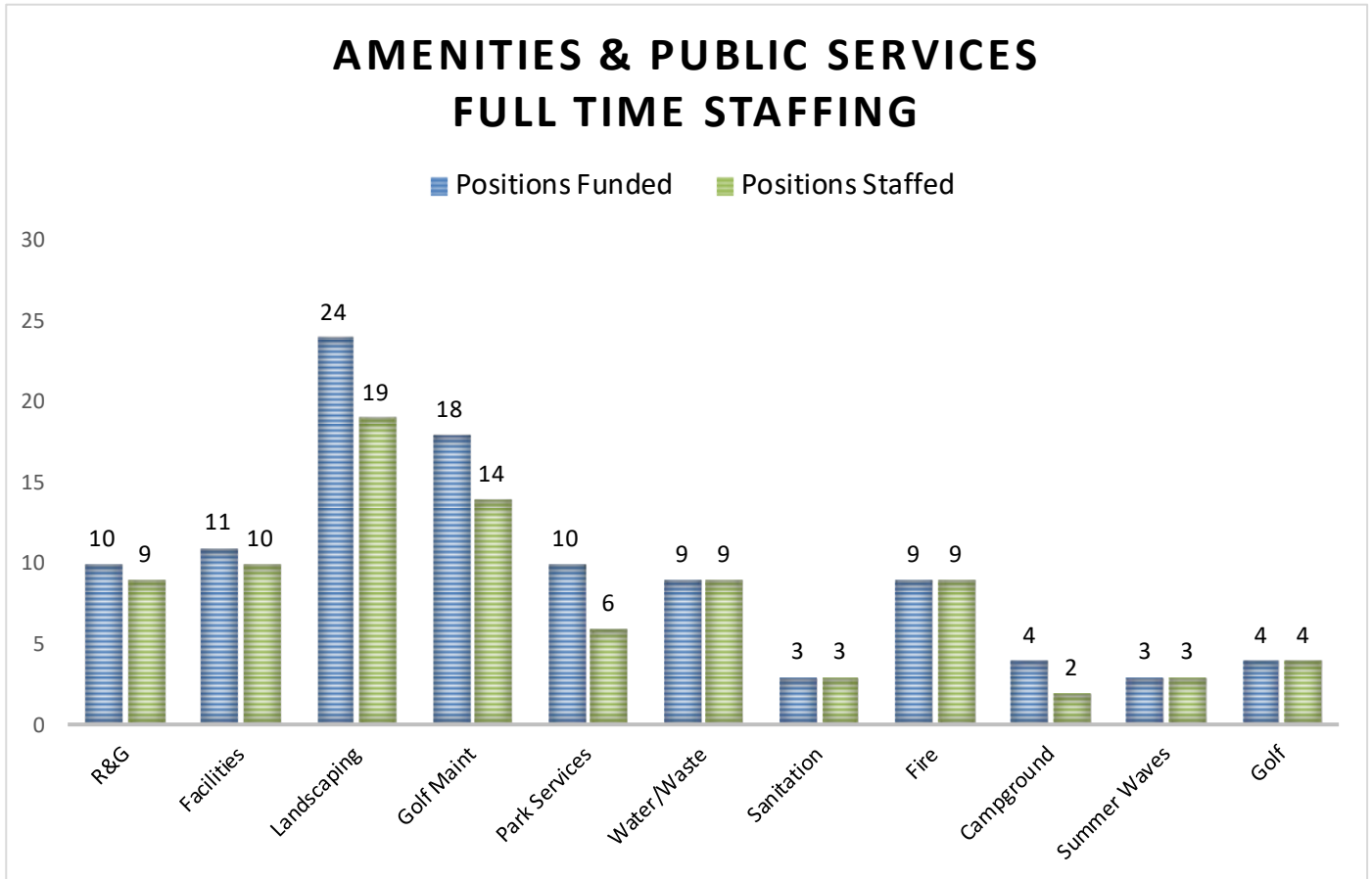
- Completed 280 hours in staff training for the month.
- Eight (8) building permits were issued, and there were two (2) complaints investigated by Code Enforcement.
- JIA Board passed the resolution to move the 911 lines from GSP to GB911 (still working on a timeline with AT&T).
- Equipment purchased through the Firewise and Georgia EMS Trauma Grants, which includes the Enforcer 30, have been received and are operational.

Jekyll Island Fire & EMS Responses



AMENITIES & PUBLIC SERVICES

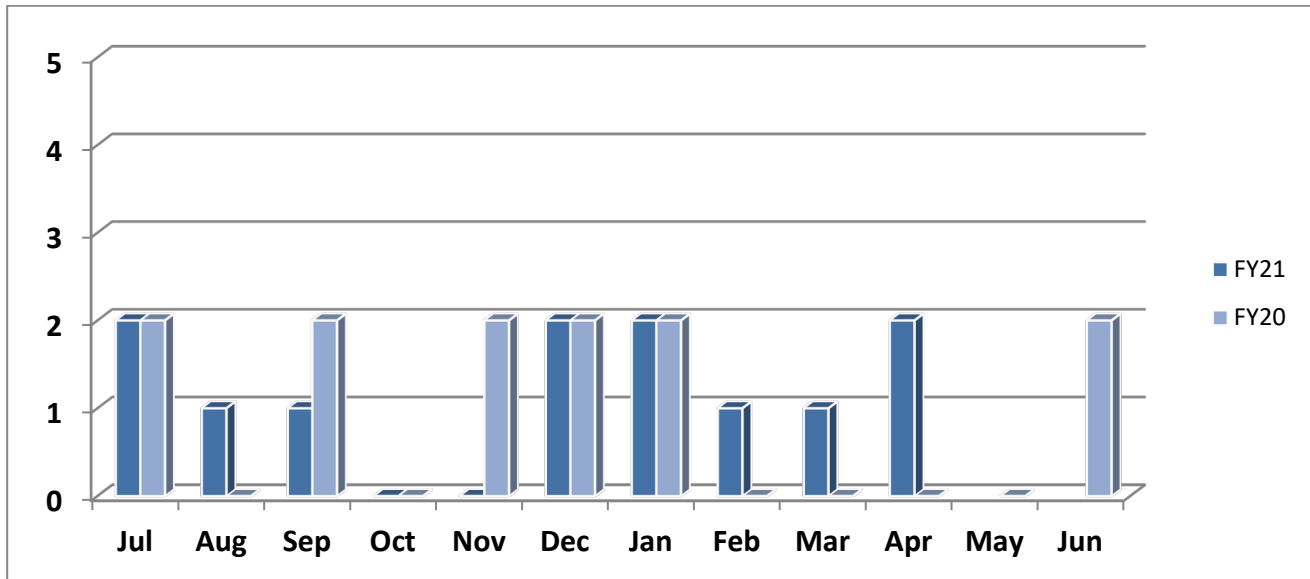
Full Time Staffing: Positions Funded vs Staffed



MEMORANDUM

TO: HUMAN RESOURCES COMMITTEE
FROM: JENNA JOHNSON, HR DIRECTOR
SUBJECT: HUMAN RESOURCES COMMITTEE REPORT
DATE: 5/12/2021

JIA Workers Compensation Claims: (Target goal for FY21 = 9).



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY21	2	1	1	0	0	2	2	1	1	2			12
FY20	2	0	2	0	2	2	2	0	0	0	0	2	12

JIA Employee Census: 311

Month	Full time	Part Time	Seasonal	Interns/ Members	Total Employees
Apr	152	114	21	24	311

- **Retirements:**
 - None

Recognition:

o **Meet our May Featured Employee: Andrea Marroquin**



Originally from Manteo, NC, Andrea Marroquin began her career with the Jekyll Island Authority on April 11, 2005. As the Museum Curator in Historic Resources here on Jekyll Island, Andrea is responsible for overseeing the care of museum collections and develop exhibits showcasing different aspects of Jekyll Island history, such as Historic St. Andrews Beach, the Wanderer Memory Trail, and the Mosaic Museum.

Andrea says what she likes most about working for Jekyll Island Authority is “I love that there is always something new to discover and explore around every

corner on Jekyll Island. I also think everyone who works here has an opportunity to make a difference through what they do. It is very satisfying to work with such an amazing team to accomplish big things together.” Then, Andrea was asked if you could improve one thing about Jekyll Island what would it be and she said, “I think the island has made amazing progress in preserving our historic buildings for public use. I hope to see continued investments in the island’s history for archaeological research, collections care, and historic preservation.”

When Andrea is not in Historic Resources as the Museum Curator, she is spending time reading, cooking, enjoying friends and family, going to the theatre, and visiting historic sites. As a soon-to-be empty-nester, Andrea is especially enjoying time with my husband and daughter, who is a high school senior. An interesting fact about Andrea is that she is a professional historian and archaeologist.

Andrea, we appreciate all that you do, thank you for your service!

MEMORANDUM

TO: HISTORIC PRESERVATION/CONSERVATION COMMITTEE
FROM: BEN CARSWELL, DIRECTOR OF CONSERVATION
SUBJECT: CONSERVATION UPDATE
DATE: 5/12/2021

Research and Monitoring

- 14 Wilson's Plover nests have been identified on the island so far this season. Unfortunately, the majority of these have been taken by predators, primarily believed to be fish crows. There is enough time left in nesting season that we hope many of the unlucky plover pairs will re-nest and hopefully have some success on round two.
- The Conservation team is revamping our Alligator database in preparation for updating the island's alligator population estimate. With more data to work with, we are aiming for a more accurate estimate than was previously possible.

Management and Planning

- JIA Director of Conservation Ben Carswell coordinated a cross departmental JIA working group that convened virtually to hear a report-out from the UGA College of Engineering team that conducted a comprehensive waste assessment for the island last year. The session included a group assessment of strengths, weaknesses, opportunities, and challenges in Jekyll's waste management landscape.
- Pollinator-friendly native grassland/meadow installations along the causeway, installed by Georgia Power, and at the solar field on the old landfill, installed by Cherry Street Energy, both have a variety of flowers in bloom. Both projects are experimental in nature and under the advisement of the JIA Conservation staff but executed and primarily managed by their respective external parties. Lessons learned for improvement of future similar projects are being noted for each.
- Ben Carswell has been contributing to internal discussions and planning surrounding future Georgia Sea Turtle Center renovation and expansion opportunities.

Outreach and Leadership

- Two projects spearheaded by the Conservation team, with design support provided by the Marketing team, were awarded Hermes Creative Awards. The Junior Ranger Field Guide was a winner at the highest, Platinum, level, while the Jekyll Island Conservation Plan received recognition as a Gold Winner.
- Gatorology Programs have been consistently sold out. Tickets for these educational programs about alligators, held at the Horton Pond observation deck, are currently limited to six per session to allow for social distancing in the limited space on the deck.

JIA Conservation Land Manager Yank Moore and Wildlife Biologist Joseph Colbert identify native wildflowers and grasses growing in the pollinator friendly landscape that JIA required as part of its lease agreement with Cheery Street Energy. The JIA Conservation Team selected the plant species to be included in the seed mix and advised Cherry Street on how to improve the soil conditions to maximize planting success. Soil improvement and seed planting took place in February.

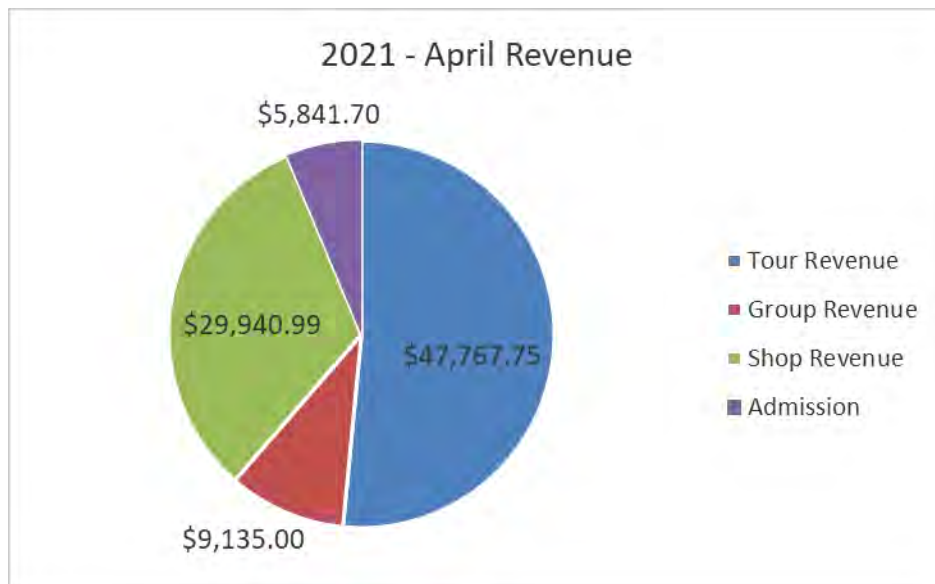


MEMORANDUM

TO: COMMITTEE OF THE WHOLE
FROM: MICHAEL SCOTT, HISTORIC RESOURCES
SUBJECT: HISTORIC RESOURCES MONTHLY UPDATE
DATE: MAY 10, 2021

Mosaic 2021		<u>Visitors</u>	<u>Revenues</u>
April:	Public Tours:	2,648	\$ 47,767.75
	Admissions:	752	\$ 5,841.70
	Groups	640	\$ 9,135.00
	Museum Store		\$ 29,940.99
	Totals	4,040	\$ 92,685.44

April again showed improved numbers compared to the past months, but earned revenues continue to fall short of projection. Visitors continue to react positively to the additional tour offerings. Group tour inquiries are continuing to grow in comparison to past months but significantly trail past years numbers.



“Wonderful tour led by Emily!

Wonderful experience touring the beautiful grounds led by our guide Emily. She was able to eloquently deliver a history lesson that captured every age in our audience (our group was comprised of 3 generations of family members- ranging from age 13 to age 80). Thank you, Emily- for making our trip to Jekyll Island so enjoyable. :)
 – Tripadvisor.com

Mosaic Museum / Historic District

- **Public Tours:** Record breaking month for revenue with \$47,767.75. March 2021: \$43,898.39. March 2018: \$41,838.00
- **Group Tours:** Bookings and revenue continues to increase. Best month since March 2020 with 640 visitors and \$9,135.00 in revenue. Hopeful for full motorcoach return in Spring 2022.
- **Property Rentals:** Continue to receive bookings and inquiries for various events.
- **GSTC** – Partnership to provide free gallery access for GSTC waitlist guests continued success. Over \$4000 in passes contributed in April

Programs/Events

- **FOHJI Night** – The museum hosted an evening event celebrating the Friends of Historic Jekyll Island and their many contributions to the Jekyll Island Club National Historic Landmark District. The event included the unveiling of a monument on Pier Road and visit to Faith Chapel to highlight conservation work undertaken for the 100th Anniversary of the Tiffany Window.
- **Tiffany Anniversary** – Programming is currently scheduled online for events. More will be posed as dates are confirmed.

Curatorial/Research

- **Hollybourne Exhibits** – Received a Draft One Concept Plan for exhibits at Hollybourne Cottage and distributed the proposed plans for the committee to consider. Met to review presented options. Gathered comments and issued a consolidated response.
- **Mosaic Rotating Exhibits** – Met with exhibit team to plan for installation of next lobby exhibit about the 100th Anniversary of the Tiffany Window. Provided images and content for development of 3 large scale graphic panels, 2 exhibit cases, 1 interactive reader rail, and 1 activity station. Purchased materials needed for installation. Communicated needs for exhibit takedown and install with various departments.
- **Tiffany Conservation Project** – Met internally to discuss next steps for the Tiffany Window Conservation Project. Discussed potential opportunities for funding assistance with FOHJI. Consulted with conservator about conservation treatment options.
- **Staff Training** – Developed a tour evaluation form, shadowed interpreters, conducted performance reviews, and offered a staff training.
- **Collections** – During the month of April, 406 collection catalog records were added or updated in Past Perfect, including slides, rare books, blueprints, architectural drawings, furnishings, and personal objects. Responded to 6 internal and 6 external research and photo requests. Met with 1 researcher and 1 potential donor. Arranged for publication of 4 legal ads to continue Georgia Museum Property Act accession cleanup project.

Historic District/Preservation

- **Maymester** -Prepping and planning for the UGA Maymester students
- **Mid Century** - continued structure research
- **Plantation Oak** - sign rehab
- **GSTC** - Plan developed for Power Plant window in-place rehab
- **Chicota** - Work progressing on reclamation and documentation of courtyard tiles
- **FOHJI** - completed casting appreciation monument in tabby, plaque mounted
- **Security** –Met with BTS and Coastal IT about security cameras at Hollybourne and Faith Chapel. two gate and one security alarm issues this month.

MEMORANDUM

TO: COMMITTEE OF THE WHOLE
FROM: TERRY M. NORTON, GSTC DIRECTOR AND VETERINARIAN
SUBJECT: GEORGIA SEA TURTLE CENTER UPDATE – APRIL 2021
DATE: 5/12/2021

“Learned A Lot: Great facility with knowledgeable staff. Very educational and great for kids to learn about sea turtles. Gift shop was amazing, and all proceeds benefit the turtles.” (Trip Advisor Review, April 2021)

Admissions Comparison with Prior Year (April 2021 vs. April 2020)

The GSTC was open during the month of April 2021 under limited visitation capacity due to COVID-19. The April admission count totaled 13,405, which was 13,405 (100%) more than the admission count for April 2020.

(Note: There was no GSTC visitation in April 2020 because of being closed due to COVID-19.)

Revenue Categories*

- April concessions \$165,755.11 was \$46,567.17 more than budgeted
- April admissions \$112,949.86 was \$15,288.91 more than budgeted
- Adoption (Sea Turtle) 52 | \$2,555.00 Donations (General) 84 | \$2,190.80
- Memberships 27 | \$3091.62
- Daily Programs 175
 Sub-Total Education Reservations: 431 Clients | Revenues \$2,809.00

**some online payments are received later*

Marketing/PR/Events/Grants/Pubs

Social Media, Website, and Communications Updates: Trip Advisor: 2,223 reviews, ranking GSTC #4 out of #17 Jekyll attractions

- 51.6K Facebook Page Likes
 - Reach: 98.6K
 - Number of Posts: 13
 - The top post was a video of Argon and Lauren’s releases with a reach of 11,380 people
- 22.5K Instagram Followers
 - Impressions: 54.3K
 - Number of Posts: 6
 - Number of Stories: 1
 - The top post was a video of a great horned owl chick chirping during an exam with 11,976 people reached
- The Education Department led a professional development training for regional 4-H agents on April 1st and facilitated a Project Wild Educator Certification Workshop April 21-22.
- Diamondback Terrapin Season officially began on April 26th when the first terrapin was encountered crossing the causeway. Rehabilitation staff and AmeriCorps members regularly patrol the causeway during the day, please be mindful of these fertile turtles and drive carefully.

Director

- The GSTC team published an article entitled "Health and nutrition of loggerhead sea turtles (*Caretta caretta*) in the southeastern United States" in the Journal of Animal Physiology and Animal Nutrition. Authors include Christine M. Molter, Terry M. Norton, Lisa A. Hoopes, Steven E. Nelson, Jr., Michelle Kaylor, Amy Hupp, Rachel Thomas, Erika Kemler, Philip H. Kass, Michael D. Arendt, Liz Koutsos, Annie Page-Karjian. This research is of great importance for many reasons. The lead author started this project as part of a summer veterinary externship a decade ago. She is now Director of Animal Health at the Houston Zoo. It is a collaboration with many organizations include the Georgia Aquarium, SC DNR, Mazuri Nutrition Company, Florida Atlantic University. There are six current and former GSTC employees listed as co-authors.
- A soon to be published research project was accepted to be presented at the virtual Wildlife Disease Association Annual Conference. The title is Fibropapillomatosis and chelonid alphaherpesvirus 5 infection in Kemp’s ridley sea turtles (*Lepidochelys kempii*). This was a multi-institutional project and Dr. Norton is one of the Co-authors.
- Dr. Norton was an advisor on an MS graduate student, Marisa Pico’s project. She is from Florida Atlantic University and just passed her defense. The project was entitled Analyzing ultrasonography as a non-invasive

technique for estimating body condition in green (*Chelonia mydas*) and loggerhead (*Caretta caretta*) sea turtles. Dr. Norton is now an Adjunct professor at Florida Atlantic University among many other Universities.

- Another multi-institutional research project was published in the journal *Animals* in April. The title of the project was “Steatitis in cold-stunned Kemp’s ridley sea turtles (*Lepidochelys kempi*). Dr. Norton is one of the co-authors on the publication.
- Dr. Norton presented two virtual classes for vet students at the Lincoln Memorial University College of Veterinary Medicine last month entitled “Snake Natural History, Husbandry, Medicine and Surgery” and “Chelonian Natural History, Husbandry, Medicine and Surgery”.
- We hosted a veterinary student last month and this month from University of Georgia College of Veterinary Medicine.
- Established a new summer undergraduate internship program with Berry College. This summer the intern will be working on diamondback terrapins and sea turtles.

Education

- The 2020 Diamondback Terrapin Hatchlings Adoptions were closed. A pre-adoption was launched for Nest #1 as a kickoff for the Adopt-a-Nest program.
- Eight Coffee Turtles were released on April 21st.
- Pier Outreach and Sea Turtle Bycatch surveys began April 19th. Since its launch, 25 surveys have been collected.

Research & Patrol

- We organized data for a collaborative project with Dr. Brian Shamblin (University of Georgia) investigating loggerhead sea turtle reproductive parameters.
- The Research team processed 13 pond sliders, 2 softshell turtles, 1 mud turtle, 2 terrapins, and 3 box turtle captures.
- Staff and AmeriCorps members volunteered to assist John Maerz and his lab (University of Georgia) in their long-term diamondback terrapin population study along the Jekyll Island Causeway.
- Efforts to mitigate impacts of marine debris on Jekyll Island continue with data collected by members of the community and GSTC Research. During the past month, 2,691 pieces of marine debris were collected from Jekyll Island beaches and logged with location coordinates into the Marine Debris Tracker application, of which 640 pieces were collected by the GSTC Research team.

Rehabilitation

	Sea Turtle	Other Patients
New Patients	3	41
Current Patients	20	60
Released Patients	8	2
Transferred Patients	0	2
Total Since 2007	949	1981

AmeriCorps Program, Volunteer Program, and Marine Debris Initiative

Service Hours			
	Monthly Total	YTD Date Total <i>(see YTD period definitions)</i>	Cumulative Total
AmeriCorps Service Hours**	3,015	20,647.5	412,644.17
Volunteer Hours*	200	916.5	75,541.01
Marine Debris Hours*	139.5	789.5	10,606.83
MDI & Volunteer Program			
MDI Clean Ups	0	4	72
MDI Items Collected			368,566
New Volunteers Oriented	0	0	242
Volunteer Shadow Shifts	0	0	242
Volunteer Advancements	0	0	265

**YTD Based off fiscal year (July 1, 2020-June 30, 2021) | **YTD Based off AmeriCorps Program Year (September 1, 2020-August 31, 2021)*