



Agenda
Tuesday, May 19, 2020
9:30 a.m.

Audio Streamed on YouTube

<https://www.youtube.com/channel/UCuWsJpfyPMTCr66X0VFLdOA>

Due to the current Covid-19 pandemic, special remote procedures will be in place for this meeting. These procedures attempt to allow for full Board and public participation using audio only. Anyone with web access should be able to hear the meeting.

Public Attendance:

- This meeting will be streamed by AUDIO ONLY to YouTube at:
<https://www.youtube.com/channel/UCuWsJpfyPMTCr66X0VFLdOA>
- Meeting documents are available and can be downloaded at:
<https://www.jekyllisland.com/jekyll-island-authority/board-directors/>
All public comments can also be submitted on the JIA Board Meeting website at
<https://www.jekyllisland.com/jekyll-island-authority/board-directors/>
 - Comments received before Sunday, 5/17/2020 at Midnight will be distributed to the board in advance of the meeting, posted to the website, and become part of the public record.
 - Public comments received after the Sunday, 5/17/2020 Midnight deadline until Midnight, the day of the meeting, Tuesday, May 19th will be distributed to the board, and added to the website after the meeting. These comments will also become part of the public record post meeting.

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

I. Historic Preservation/Conservation Committee

Bob Krueger, Chair

- A. No Reports

II. Finance Committee

Bill Gross, Chair

- A. April Financials – Bill Gross, Chair
- B. Financial Forecast Update – Marjorie Johnson, Chief Accounting Officer
- C. Emergency Repairs of Convention Center Boiler/Water Heater - Marjorie Johnson, Chief Accounting Officer
- D. Capital Improvements Requests from Water/Wastewater Reserve Fund - Marjorie Johnson, Chief Accounting Officer

III. Human Resources Committee

Buster Evans, Chair

- A. Telework Policy - Jenna Johnson, Human Resources Director

IV. Marketing Committee

Joy Burch-Meeks, Chair

- A. Report from Marketing Department – Kate Harris, Senior Marketing Director

V. Legislative Committee

Trip Tollison, Chair

- A. No Report

VI. Committee of the Whole

Joseph B. Wilkinson, Jr., Chair

- A. Second Reading and Consideration of Adoption - #O-2020-1, Prosecution of Ordinances – Melissa Cruthirds, General Counsel
- B. Second Reading, as Revised and Consideration of Adoption - #O-2020-2, Proposed Revisions to the Jekyll Island Beach Lighting Ordinance – Ben Carswell, Director of Conservation and Melissa Cruthirds, General Counsel
- C. Executive Director’s Report– Jones Hooks, Executive Director

Adjournment

No Break

Board Meeting Agenda

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

Action Items

1. Minutes of the April 28, 2020 Board Meeting
2. Emergency Repairs of Convention Center Boiler/Water Heater
3. Capital Improvements Requests from Water/Wastewater Reserve Fund
4. Telework Policy
5. Consideration of Adoption - #O-2020-1, Prosecution of Ordinances
6. Consideration Adoption of #O-2020-2, Proposed Revisions to the Jekyll Island Beach Lighting Ordinance

Adjournment

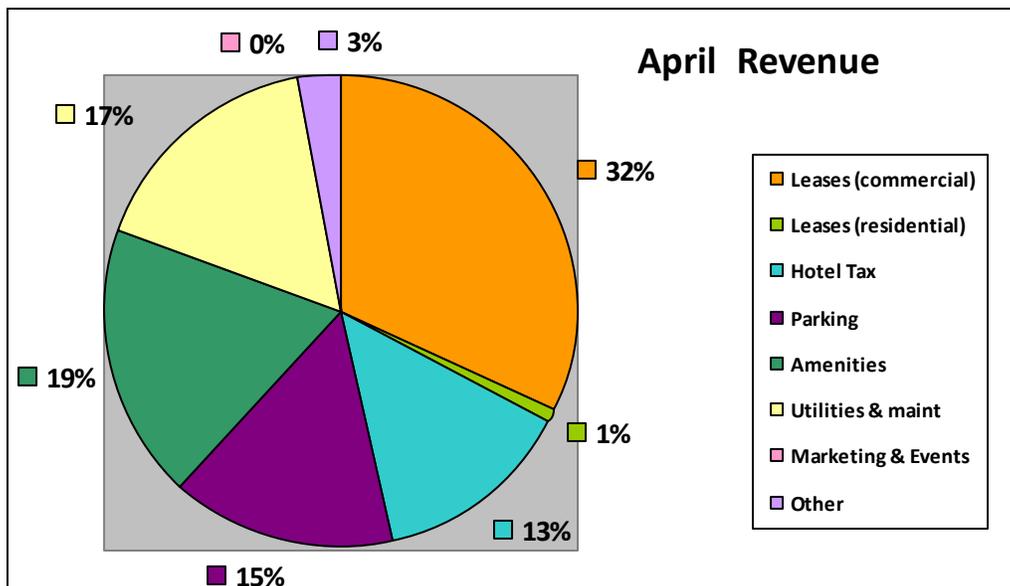
MEMORANDUM

TO: FINANCE COMMITTEE
FROM: MARJORIE JOHNSON
SUBJECT: APRIL FINANCIAL STATEMENTS
DATE: 5/12/2020

Revenues

Revenues for April were \$943,380 which reflects an unfavorable \$1.6M (63%) variance from budget. Year to date revenues reflect an unfavorable \$1.3M (5%) variance from budget and an unfavorable \$575K (2%) variance from the prior year to date revenues.

Measures to control the spread of the COVID-19 virus resulted in the closure of several of our amenities as well as the Convention Center in March. Those locations remained closed for the month of April. In addition to these amenities, Mini golf & bikes, Tennis, Guest Information Center gift shop, Great Dunes Golf, and Life is Good all closed in early April. The only amenities that remained open for business the entire month of April were the Campground, the 18-hole Golf Courses, and McCormick's Grill (for take out only).



The locations that were hit the hardest this month were:

- Convention Center (-\$335K) – The staff was able to make a small amount of revenue by providing Easter dinners and 7 evening dinners for curbside pickup during the month.

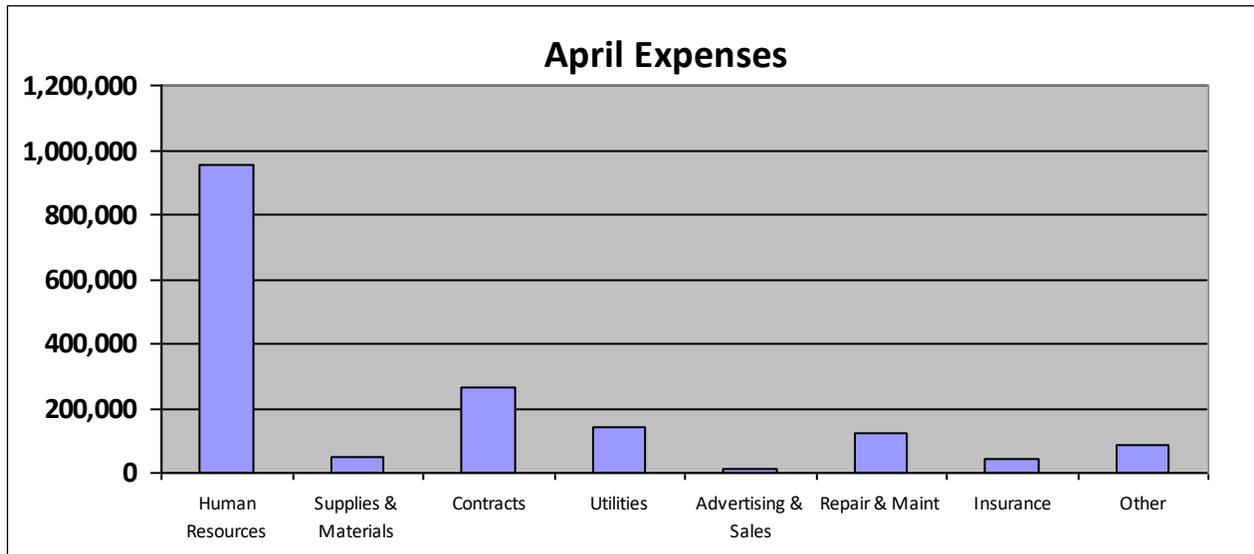
The 8 events that were budgeted for the month were cancelled, however most have rescheduled for later in the summer or early fall.

- Parking revenues (-\$283K) were significantly less than budget for the month. Closure of Island businesses as well as the beaches had a major impact on the revenues and traffic counts at the Entry Gate.
- Golf revenues (-\$275K) - The 18-hole courses remained open all month, however, the Great Dunes golf course was closed and cart rentals at the 18-hole courses were suspended in early April. Golf revenues for the month were \$48K.

Expenses

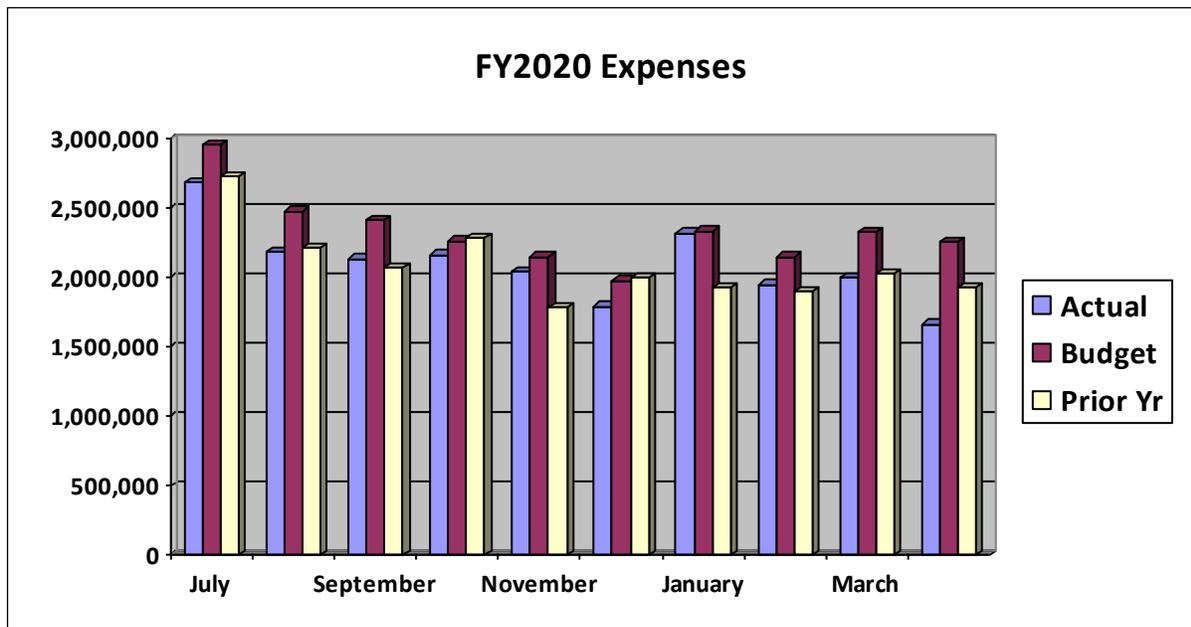
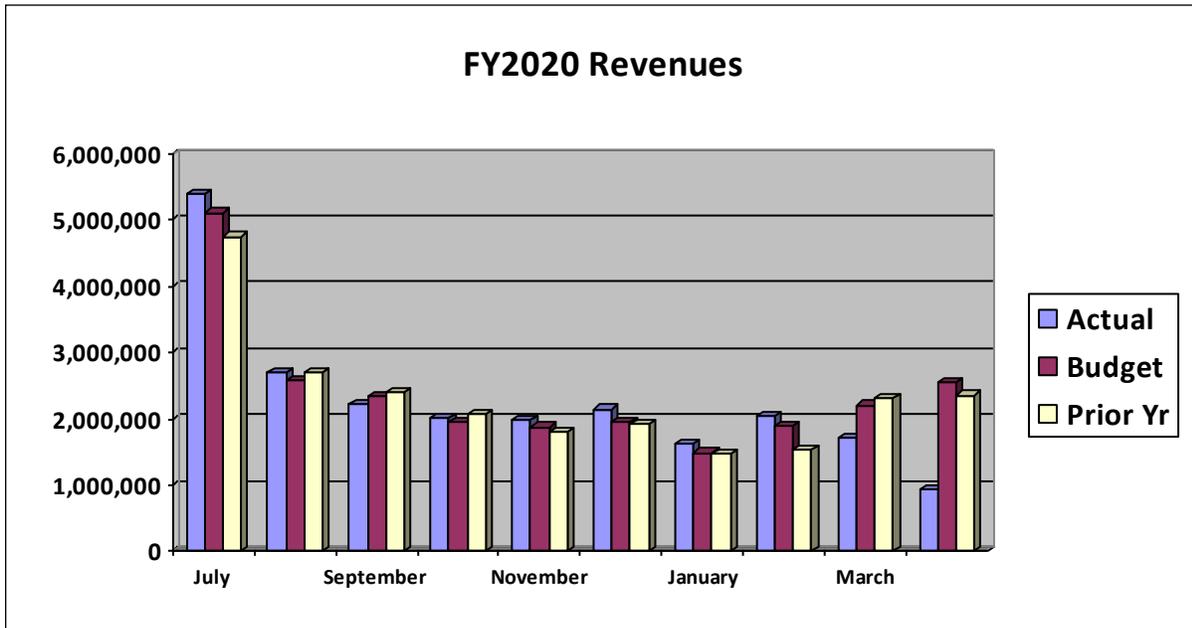
Expenses were \$1,666,481 for April and reflected a favorable budget variance of \$596K (26%) for the month. Expenses also reflect a favorable \$2.4M (10%) variance from year to date budget and an unfavorable \$30K variance from Prior Year to Date expenses.

On March 12th, in anticipation of negative revenue impacts due to COVID-19, all departments were notified of an immediate hiring freeze on any open staff positions and a freeze on all new expenditures unless approved by the Chief Accounting Officer and the Executive Director. We have continued these expense restrictions and the hiring freeze throughout the month of April. Additionally, we implemented full or partial furloughs for the majority of our part time employees as well as many of the full-time employees in an effort to further reduce costs.

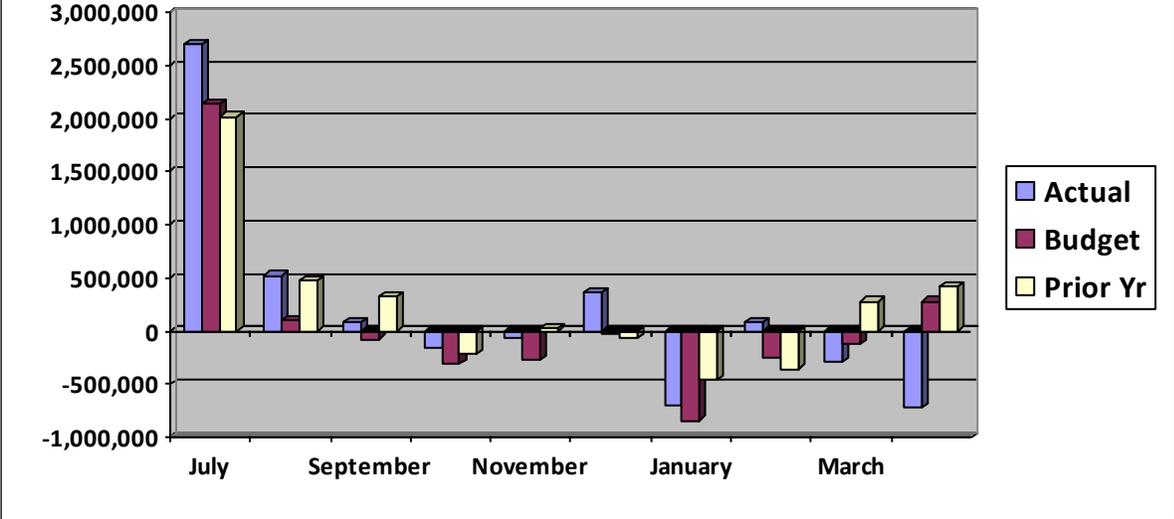


Net Operating Cash

The Net Operating Cash Loss for the month is \$723,101, which is a \$1M unfavorable variance from the budgeted net operating cash income of \$282,288. Net Operating Cash Income reflects a favorable \$1.1M (153%) variance from year to date budget and an unfavorable \$605K variance from prior year to date income.



Net Operating Cash



Jekyll Island Authority
CONSOLIDATED BUDGET COMPARISON
For the Ten Months Ending April 30, 2020

	MONTH ACTUAL	MONTH BUDGET	BUDGET VARIANCE		YTD ACTUAL	YTD BUDGET	BUDGET VARIANCE		PRIOR YEAR ACTUAL	VARIANCE	
			(000's)	%			(000's)	%		(000's)	%
Revenues											
Administration											
Business Leases	302,069	325,636	(24)	-7%	4,004,329	3,816,990	187	5%	3,864,547	140	4%
Hotel Tax	96,894	155,540	(59)	-38%	1,286,195	1,313,480	(27)	-2%	1,204,041	82	7%
Tourism Development Fund	29,394	66,660	(37)	-56%	539,021	562,920	(24)	-4%	528,179	11	2%
Parking	143,880	427,227	(283)	-66%	3,198,763	3,580,088	(381)	-11%	2,895,462	303	10%
Interest	533	444	0	20%	7,995	5,480	3	46%	9,610	(2)	-17%
Lot Rentals	8,176	3,000	5	173%	674,131	402,026	272	68%	874,391	(200)	-23%
Foundation	442	804	(0)	-45%	7,782	8,857	(1)	-12%	55,608	(48)	-86%
Airport	-	1,980	(2)	-100%	-	22,296	(22)	-100%	-	-	0%
Administration revenue	17,990	7,153	11	151%	145,452	109,472	36	33%	158,718	(13)	-8%
Beach Village	1,507	-	2	0%	15,066	-	15	0%	15,066	-	0%
Intern Housing	5,000	4,345	1	15%	88,075	85,980	2	2%	37,000	51	138%
Total Administration	605,886	992,789	(387)	-39%	9,966,809	9,907,589	59	1%	9,642,621	324	3%
Enterprises											
Golf	48,317	323,179	(275)	-85%	1,360,039	1,830,649	(471)	-26%	1,697,806	(338)	-20%
Convention Center	7,258	342,114	(335)	-98%	2,705,417	2,626,205	79	3%	3,048,464	(343)	-11%
McCormick's Grill	(1,574)	33,831	(35)	-105%	205,245	247,777	(43)	-17%	223,424	(18)	-8%
Summer Waves	107	18,850	(19)	-99%	1,230,133	1,418,653	(189)	-13%	1,390,937	(161)	-12%
Campground	82,034	147,404	(65)	-44%	1,249,771	1,266,495	(17)	-1%	1,216,564	33	3%
Life is Good	933	21,500	(21)	-96%	120,033	131,500	(11)	-9%	135,068	(15)	-11%
Museum	1,474	152,488	(151)	-99%	524,629	884,397	(360)	-41%	591,121	(66)	-11%
Georgia Sea Turtle Center	41,036	224,717	(184)	-82%	1,461,970	1,613,835	(152)	-9%	1,684,829	(223)	-13%
Conservation	-	1,315	(1)	-100%	9,979	10,501	(1)	-5%	3,550	6	181%
Miniature Golf & Bikes	179	64,192	(64)	-100%	238,068	320,470	(82)	-26%	284,014	(46)	-16%
Water/Wastewater	98,301	122,167	(24)	-20%	1,251,779	1,226,416	25	2%	1,090,149	162	15%
Sanitation	46,130	45,939	0	0%	468,817	462,790	6	1%	447,325	21	5%
Fire Department	1,823	5,160	(3)	-65%	1,247,077	1,234,758	12	1%	1,091,002	156	14%
Tennis	383	9,330	(9)	-96%	86,583	97,403	(11)	-11%	97,699	(11)	-11%
Destination Mktg & Special Events	-	-	-	0%	351,383	439,064	(88)	-20%	384,102	(33)	-9%
Guest Information Center	231	14,307	(14)	-98%	125,820	155,713	(30)	-19%	150,770	(25)	-17%
Sales	-	-	-	0%	2,000	-	2	0%	-	2	0%
Camp Jekyll & Soccer Fields	9,632	19,809	(10)	-51%	125,500	146,824	(21)	-15%	128,135	(3)	-2%
Landscaping, Roads & Trails	1,231	5,716	(4)	-78%	12,799	18,656	(6)	-31%	19,886	(7)	-36%

	MONTH ACTUAL	MONTH BUDGET	BUDGET VARIANCE		YTD ACTUAL	YTD BUDGET	BUDGET VARIANCE		YEAR ACTUAL	VARIANCE	
			(000's)	%			(000's)	%		(000's)	%
Vehicle & Equipment Maintenance	-	-	-	0%	9,360	500	9	1772%	-	9	0%
Facility Maintenance	-	-	-	0%	-	-	-	0%	787	(1)	-100%
Total Enterprises	337,494	1,552,016	(1,215)	-78%	12,786,403	14,132,605	(1,346)	-10%	13,685,632	(899)	-7%
Total Revenues	943,380	2,544,805	(1,601)	-63%	22,753,212	24,040,194	(1,287)	-5%	23,328,253	(575)	-2%

Expenses

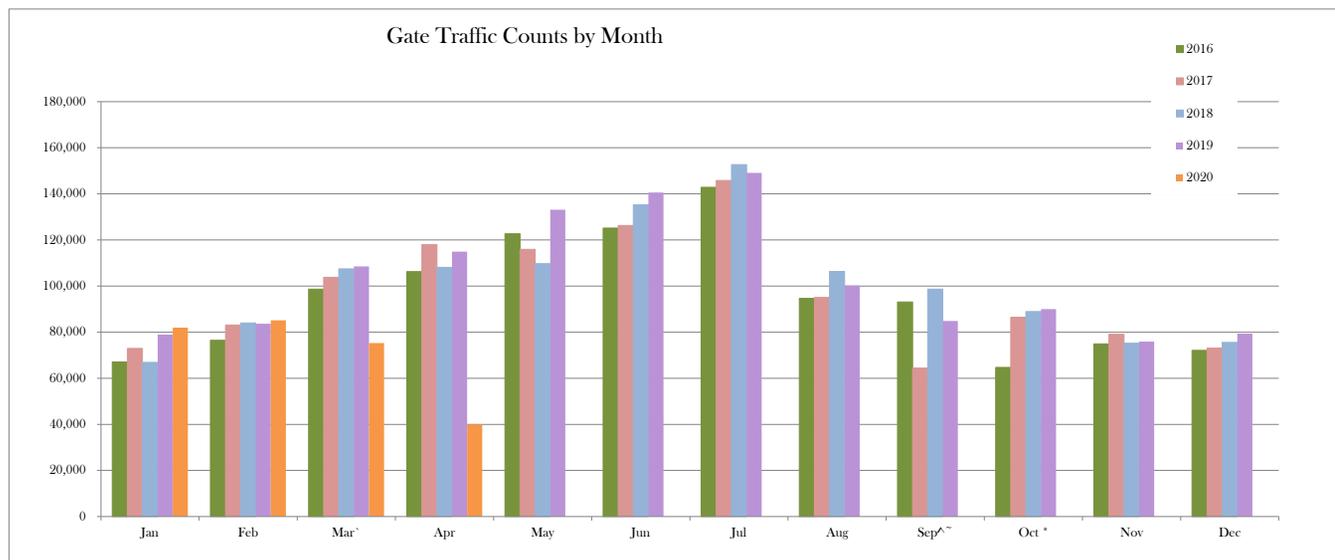
Human Resources	955,158	1,180,431	(225)	-19%	10,689,116	11,887,761	(1,199)	-10%	10,277,602	412	4%
Supplies & Materials	49,141	151,487	(102)	-68%	1,335,242	1,677,257	(342)	-20%	1,415,092	(80)	-6%
Advertising & Sales	11,492	98,972	(87)	-88%	578,573	951,290	(373)	-39%	1,223,360	(645)	-53%
Repairs - Facilities & Grounds	106,165	256,671	(151)	-59%	1,395,228	1,595,419	(200)	-13%	1,275,943	119	9%
Utilities	128,732	140,654	(12)	-8%	1,551,750	1,596,719	(45)	-3%	1,495,229	57	4%
Insurance	41,696	28,178	14	48%	835,741	812,975	23	3%	873,886	(38)	-4%
Contracts	262,527	275,065	(13)	-5%	2,694,696	2,972,774	(278)	-9%	2,623,755	71	3%
Rentals	49,884	43,687	6	14%	715,053	642,027	73	11%	517,198	198	38%
Printing	2,403	2,916	(1)	-18%	115,900	107,564	8	8%	184,690	(69)	-37%
Motor Vehicle	14,218	19,460	(5)	-27%	233,287	237,547	(4)	-2%	205,539	28	14%
Telephone	10,691	10,497	0	2%	102,466	104,931	(2)	-2%	102,702	(0)	0%
Equipment Purchase <\$1K	120	2,200	(2)	-95%	70,089	82,801	(13)	-15%	83,382	(13)	-16%
Equipment Purchase \$1K to \$5K	-	-	-	0%	69,329	77,405	(8)	-10%	99,492	(30)	-30%
Travel	921	6,480	(6)	-86%	75,516	93,096	(18)	-19%	85,388	(10)	-12%
Dues	13,807	16,817	(3)	-18%	225,344	238,733	(13)	-6%	206,850	18	9%
Credit Card Fees	19,518	28,968	(9)	-33%	264,526	248,811	16	6%	252,164	12	5%
Bank Fees	7	35	(0)	-80%	610	350	0	74%	288	0	112%
Total Expenditures	1,666,481	2,262,517	(596)	-26%	20,952,464	23,327,459	(2,375)	-10%	20,922,558	30	0%
Net Operating Cash Income **	(723,101)	282,288	(1,005)	-356%	1,800,748	712,734	1,088	153%	2,405,695	(605)	-25%

** Does not include depreciation or capital projects

April 2020 Traffic Counts

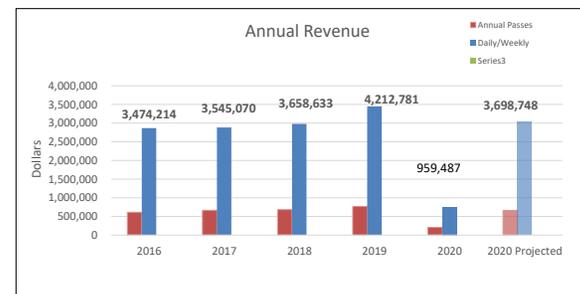
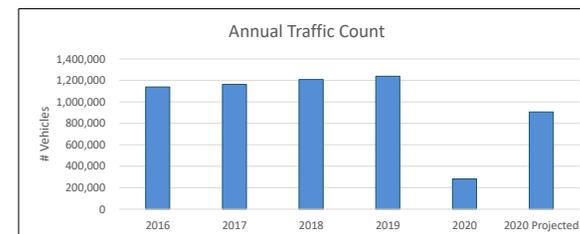
	2016			2017			2018			2019			2020		
	Daily/Weekly	Annual Passes	Total	Daily/Weekly	Annual Passes	Total									
January	24,977	42,084	67,061	26,372	46,562	72,934	21,065	45,842	66,907	28,874	50,037	78,911	29,773	52,159	81,932
February	31,332	45,113	76,445	35,982	47,081	83,063	34,326	49,664	83,990	35,010	48,619	83,629	32,646	52,457	85,103
March	46,104	52,582	98,686	49,605	54,166	103,771	51,052	56,444	107,496	51,682	56,865	108,547	27,012	48,279	75,291
April	57,158	49,140	106,298	66,259	51,718	117,977	55,620	52,474	108,094	61,404	53,529	114,933	12,082	27,810	39,892
May	69,981	52,704	122,685	62,367	53,558	115,925	54,547	55,167	109,714	74,194	58,894	133,088	0	0	0
June	74,618	50,525	125,143	72,234	54,056	126,290	79,575	55,657	135,232	82,105	58,479	140,584	0	0	0
July	90,544	52,276	142,820	90,765	55,010	145,775	95,960	56,773	152,733	89,499	59,595	149,094	0	0	0
August	46,949	47,693	94,642	44,352	50,732	95,084	53,639	52,681	106,320	47,501	52,687	100,188	0	0	0
September	47,555	45,509	93,064	26,578	37,809	64,387	49,032	49,651	98,683	37,317	47,518	84,835	0	0	0
October	26,241	38,461	64,702	35,871	50,566	86,437	38,539	50,366	88,905	39,100	50,923	90,023	0	0	0
November	31,634	43,245	74,879	32,323	46,777	79,100	29,468	45,737	75,205	30,173	45,699	75,872	0	0	0
December	29,947	42,132	72,079	27,891	45,195	73,086	30,104	45,436	75,540	31,871	47,504	79,375	0	0	0
Totals	577,040	561,464	1,138,504	570,599	593,230	1,163,829	592,927	615,892	1,208,819	608,730	630,349	1,239,079	101,513	180,705	282,218

Year to Date Comparison	2016 YTD	2017 YTD	2018 YTD	2019 YTD	2020 YTD
	348,490	377,745	366,487	386,020	282,218



*Mar - April 2020 - COVID-19 outbreak

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



May 6, 2020
 APRIL 2020 JIA Sales and ASM Joint Financial
 Jekyll Island Convention Center

APRIL	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015	FY2014	FY2013
Number of Events	0	9	25	20	23	9	16	15
Event Days	8	34	41	41	36	21	23	26
Attendance		4,919	11,232	5842	6868	5094	5062	8300
Revenue	\$12,841.23act \$382,768 bud	\$374,990 actual	\$465,633 actual	\$411,798 actual	\$221,488 actual	\$203,242 actual	\$216,479 actual	\$90,360 actual
Sq. Ft. Utilized	0	582,620						

8 Event days is since we did 7 evening dinners and 1 Easter dinner. No real event but we did make \$12K with our exercise. We have been focusing on the facility from top to bottom. We have completely inventoried everything. We will continue to clean and paint. We have completed painting rooms 1-5 and rooms 10-11. This is complete repainting – not touch up. Carpets are continuing to be cleaned and all of chairs and tables cleaned and checked for damage.

We are set for turtle season with light gels in place and outside lights breaker-d off so they can be turned on by error. Thank you for the new amber lights for the flag poles. That is a huge gift.

Furloughs are in place for May and June. Some were allowed with use of vacation, but most are without pay. The month of May will net \$16K+ in salary savings.

FUTURE CONTRACTS ISSUED - 3– Estimated revenues \$71,100

Conventions –2– Anticipated rev of	\$53,000
Meetings –0–Anticipated revenue	0
Banquet –1 – Anticipated revenue	8,100
Weddings –0 – Anticipated revenue	0
Public Event – 0– Anticipated revenue	0

PROPOSALS

CVB – 8
Westin –0
Cvent- 1
SMG site pass -0
Combined sites and planning meetings with all staff – 2

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.

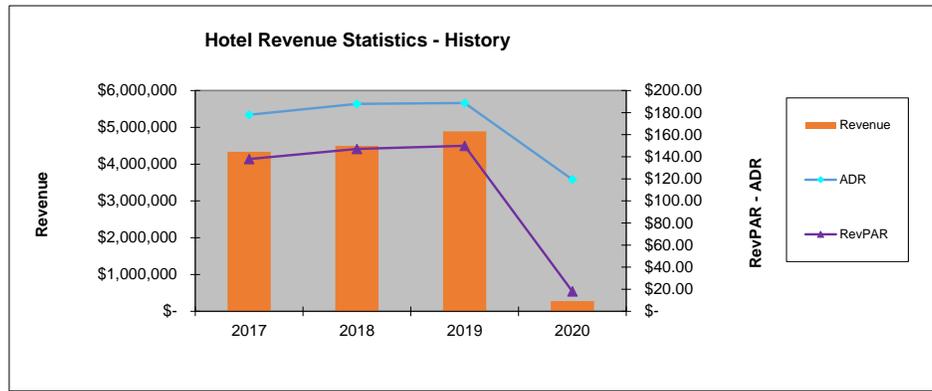
JEKYLL ISLAND AUTHORITY

HOTEL OCCUPANCY STATISTICS

April 2020

HOTEL STATISTICS AT-A-GLANCE

Apr-20	
Total Revenue	\$ 278,202
Occupancy Rate	15.1%
Rev PAR	\$ 18.07
ADR	\$ 119.40
Apr-19	
Total Revenue	\$ 4,890,386
Occupancy Rate	79.5%
RevPAR	\$ 149.95
ADR	\$ 188.70
Apr-18	
Total Revenue	\$ 4,498,330
Occupancy Rate	78.3%
RevPAR	\$ 147.14
ADR	\$ 187.88



OCCUPANCY REPORT DETAIL

Hotel	# of Rms	Units Availbl	Units Occpd	Percent Occpd	Average Daily Rate	RevPAR	2020 Room Revenue	2019 Room Revenue	Revenue Variance	
Beachview Club	38	840	81	9.6%	\$ 147.91	\$ 14.26	\$ 11,981.07	\$ 70,930.08	\$ (58,949)	-83% *
Home2Suites	107	1,432	317	22.1%	\$ 113.62	\$ 25.15	\$ 36,018.00	\$ -	\$ 36,018	0% *
Holiday Inn Resort	157	3,038	548	18.0%	\$ 122.95	\$ 22.18	\$ 67,378.46	\$ 645,833.26	\$ (578,455)	-90% *
Days Inn & Suites	124	0	0	0.0%	\$ -	\$ -	\$ -	\$ 474,902.48	\$ (474,902)	-100% ^
Hampton Inn	138	4,140	402	9.7%	\$ 116.13	\$ 11.28	\$ 46,686.00	\$ 636,250.00	\$ (589,564)	-93% *
Jekyll Island Club Resort **	200	0	0	0.0%	\$ -	\$ -	\$ -	\$ 1,183,594.00	\$ (1,183,594)	-100% ^
Seafarer Inn & Suites	73	2,133	181	8.5%	\$ 104.97	\$ 8.91	\$ 18,999.76	\$ 245,161.50	\$ (226,162)	-92% *
Villas by the Sea	137	3,482	551	15.8%	\$ 129.17	\$ 20.44	\$ 71,174.93	\$ 443,428.29	\$ (372,253)	-84% *
Villas by the Sea - Jekyll Realty	20	258	177	68.6%	\$ 78.63	\$ 53.95	\$ 13,918.00	\$ 21,430.46	\$ (7,512)	-35% *
Villas by the Sea - Parker Kaufman	14	73	73	100.0%	\$ 165.02	\$ 165.02	\$ 12,046.14	\$ 22,326.64	\$ (10,281)	-46% ~
Westin	200	0	0	0.0%	\$ -	\$ -	\$ -	\$ 1,146,529	\$ (1,146,529)	-100% ^
Apr-20 Total	1,208	15,396	2,330	15.1%	\$ 119.40	\$ 18.07	\$ 278,202	\$ 4,890,386	\$ (4,612,183)	-94.3%

** Includes Jekyll Ocean Club hotel

COVID-19 Impacts on hotel revenues and occupancy were severe this month.

~ 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.

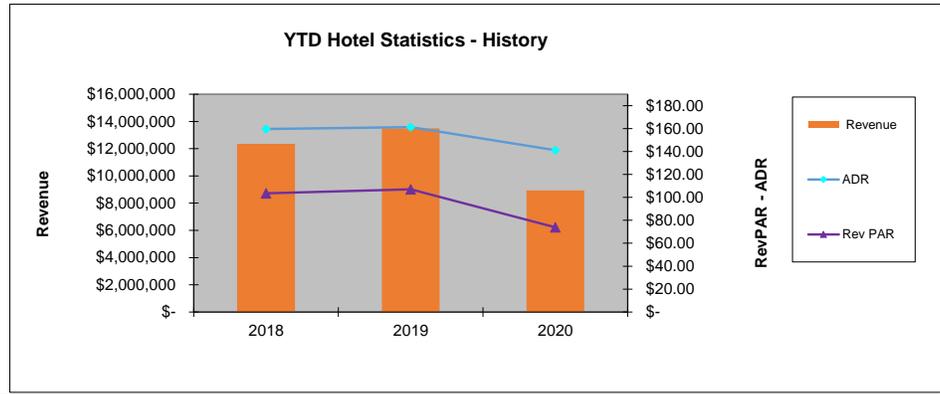
JEKYLL ISLAND AUTHORITY

HOTEL OCCUPANCY STATISTICS

Calendar Year to Date - April 2020

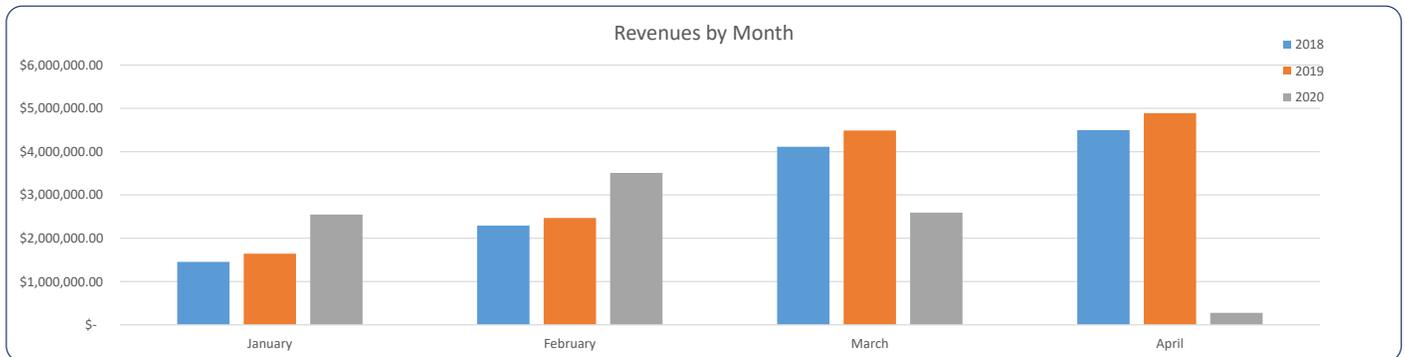
HOTEL STATISTICS AT-A-GLANCE

2020		
Total Revenue	\$	8,926,561
Occupancy Rate		52.3%
Rev PAR	\$	73.88
ADR	\$	141.17
2019		
Total Revenue	\$	13,490,021
Occupancy Rate		66.4%
RevPAR	\$	107.04
ADR	\$	161.31
2018		
Total Revenue	\$	12,358,388
Occupancy Rate		64.8%
RevPAR	\$	103.52
ADR	\$	159.66



OCCUPANCY REPORT DETAIL

Hotel	# of Rms	Units Availbl	Units Occpd	Percent Occpd	Average Daily Rate	RevPAR	2020 Room Revenue	2019 Room Revenue	Revenue Variance	
Beachview Club	38	4,268	1,362	31.9%	\$ 147.81	\$ 47.17	201,314	210,463	\$ (9,149)	-4%
Home2Suites	107	11,064	5,605	50.7%	\$ 134.95	\$ 68.36	756,386	0	\$ 756,386	0%
Holiday Inn Resort	157	15,966	7,886	49.4%	\$ 132.57	\$ 65.48	1,045,447	1,861,769	\$ (816,322)	-44%
Days Inn & Suites	124	11,284	7,187	63.7%	\$ 105.08	\$ 66.93	755,200	1,366,239	\$ (611,039)	-45%
Hampton Inn	138	16,698	7,448	44.6%	\$ 138.72	\$ 61.87	1,033,153	1,896,603	\$ (863,450)	-46%
Jekyll Island Club Resort	200	18,200	9,786	53.8%	\$ 184.11	\$ 99.00	1,801,742	3,220,141	\$ (1,418,399)	-44%
Seafarer Inn & Suites	73	8,776	4,282	48.8%	\$ 148.36	\$ 72.39	635,290	652,836	\$ (17,546)	-3%
Villas by the Sea	137	12,977	6,310	48.6%	\$ 113.94	\$ 55.40	718,976	1,158,962	\$ (439,985)	-38%
Villas by the Sea - Jekyll Realty	20	2,078	1,183	56.9%	\$ 84.56	\$ 48.14	100,036	102,456	\$ (2,420)	-2%
Villas by the Sea - Parker Kaufman	14	1,318	1,043	79.1%	\$ 74.19	\$ 58.71	77,385	90,529	\$ (13,144)	-15%
Westin	200	18,200	11,140	61.2%	\$ 161.73	\$ 98.99	1,801,633	2,930,024	\$ (1,128,391)	-39%
2020 Total		120,829	63,232	52.3%	\$ 141.17	\$ 73.88	\$ 8,926,561	\$ 13,490,021	\$ (4,563,459)	-33.8%
2019 Total		126,025	83,627	66.4%	\$ 161.31	\$ 107.04	\$ 13,490,021			
2018 Total		119,377	77,406	64.8%	\$ 159.66	\$ 103.52	\$ 12,358,388			



Paying Guests Traffic 2019 vs 2020

April	2019	2020	Difference	Percentage
1	1,496	181	1,315	-88%
2	1,536	217	1,319	-86%
3	2,219	172	2,047	-92%
4	2,648	286	2,362	-89%
5	2,236	279	1,957	-88%
6	3,253	304	2,949	-91%
7	2,050	283	1,767	-86%
8	1,273	271	1,002	-79%
9	1,021	314	707	-69%
10	1,275	391	884	-69%
11	1,554	683	871	-56%
12	2,213	264	1,949	-88%
13	3,406	169	3,237	-95%
14	1,991	146	1,845	-93%
15	1,532	121	1,411	-92%
16	1,744	343	1,401	-80%
17	1,722	494	1,228	-71%
18	1,843	898	945	-51%
19	1,542	317	1,225	-79%
20	3,637	222	3,415	-94%
21	1,898	424	1,474	-78%
22	1,975	454	1,521	-77%
23	2,000	229	1,771	-89%
24	1,557	476	1,081	-69%
25	2,096	1,141	955	-46%
26	2,254	977	1,277	-57%
27	4,198	509	3,689	-88%
28	2,967	578	2,389	-81%
29	1,139	487	652	-57%
30	1,129	452	677	-60%

TOTAL	61,404	12,082	49,322	-80%
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Annual Pass Traffic 2019 vs 2020

April	2019	2020	Difference	Percentage
1	1,522	1,032	490	-32%
2	1,629	1,151	478	-29%
3	1,909	964	945	-50%
4	2,017	776	1,241	-62%
5	1,871	535	1,336	-71%
6	1,565	1,002	563	-36%
7	1,318	977	341	-26%
8	1,812	919	893	-49%
9	1,706	1,046	660	-39%
10	1,851	1,047	804	-43%
11	1,981	969	1,012	-51%
12	2,036	510	1,526	-75%
13	1,836	771	1,065	-58%
14	1,264	828	436	-34%
15	1,746	715	1,031	-59%
16	1,781	1,139	642	-36%
17	1,807	1,182	625	-35%
18	1,876	922	954	-51%
19	1,646	573	1,073	-65%
20	1,884	807	1,077	-57%
21	1,414	1,029	385	-27%
22	1,841	1,089	752	-41%
23	1,960	837	1,123	-57%
24	1,919	905	1,014	-53%
25	2,089	979	1,110	-53%
26	2,015	922	1,093	-54%
27	1,991	1,006	985	-49%
28	1,655	1,113	542	-33%
29	1,778	1,066	712	-40%
30	1,810	999	811	-45%

TOTAL	53,529	27,810	25,719	-48%
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April Traffic 2019 vs 2020

April	2019	2020	Difference	Percentage
1	3,018	1,213	1,805	-60%
2	3,165	1,368	1,797	-57%
3	4,128	1,136	2,992	-72%
4	4,665	1,062	3,603	-77%
5	4,107	814	3,293	-80%
6	4,818	1,306	3,512	-73%
7	3,368	1,260	2,108	-63%
8	3,085	1,190	1,895	-61%
9	2,727	1,360	1,367	-50%
10	3,126	1,438	1,688	-54%
11	3,535	1,652	1,883	-53%
12	4,249	774	3,475	-82%
13	5,242	940	4,302	-82%
14	3,255	974	2,281	-70%
15	3,278	836	2,442	-74%
16	3,525	1,482	2,043	-58%
17	3,529	1,676	1,853	-53%
18	3,719	1,820	1,899	-51%
19	3,188	890	2,298	-72%
20	5,521	1,029	4,492	-81%
21	3,312	1,453	1,859	-56%
22	3,816	1,543	2,273	-60%
23	3,960	1,066	2,894	-73%
24	3,476	1,381	2,095	-60%
25	4,185	2,120	2,065	-49%
26	4,269	1,899	2,370	-56%
27	6,189	1,515	4,674	-76%
28	4,622	1,691	2,931	-63%
29	2,917	1,553	1,364	-47%
30	2,939	1,451	1,488	-51%

TOTAL	114,933	39,892	75,041	-65%
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Paying Guests Traffic 2019 vs 2020

May	2019	2020	Difference	Percentage
1	1,242	1,038	204	-16%
2	1,331	1,631	300	23%
3	2,176	1,336	840	-39%
4	3,667	535	3,132	-85%
5	1,695	480	1,215	-72%
6	1,406	510	896	-64%
7	1,956	555	1,401	-72%
8	1,889	1,134	755	-40%
9	1,747	1,652	95	-5%
10	2,591	1,322	1,269	-49%
TOTAL	19,700	10,193	9,507	-48%

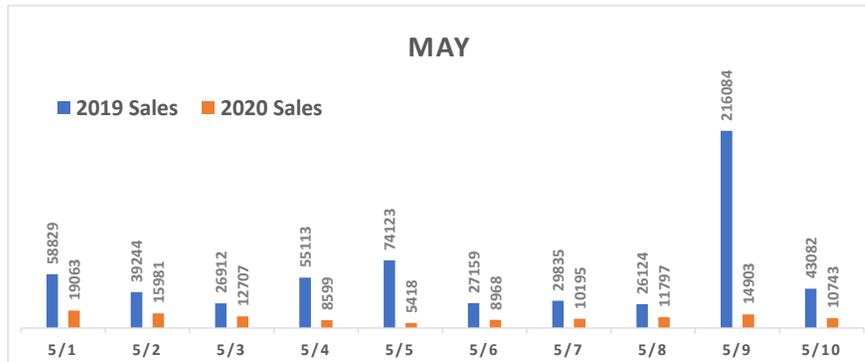
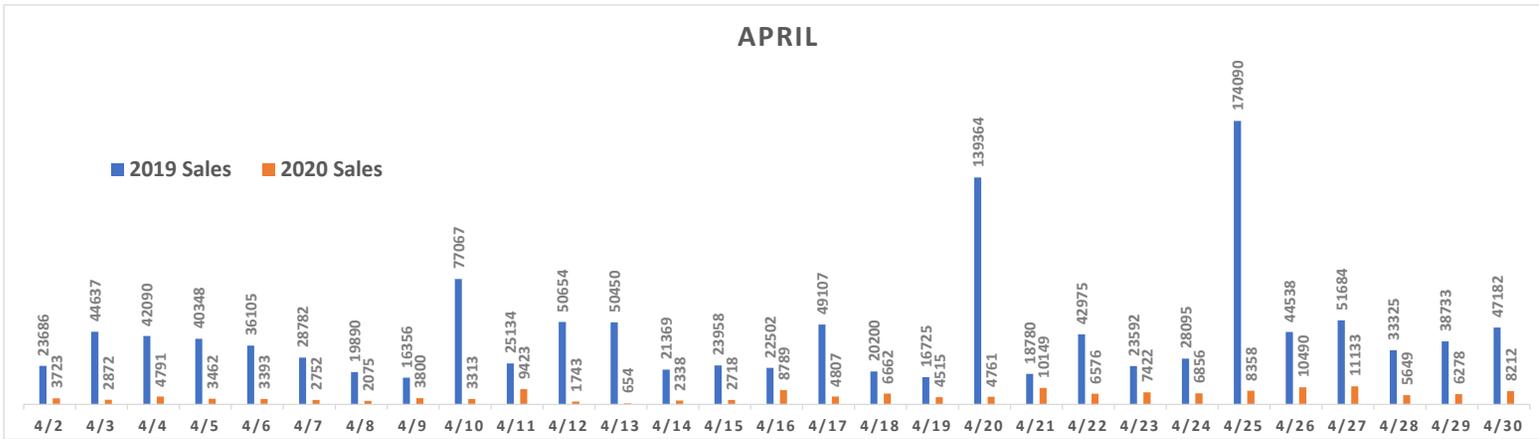
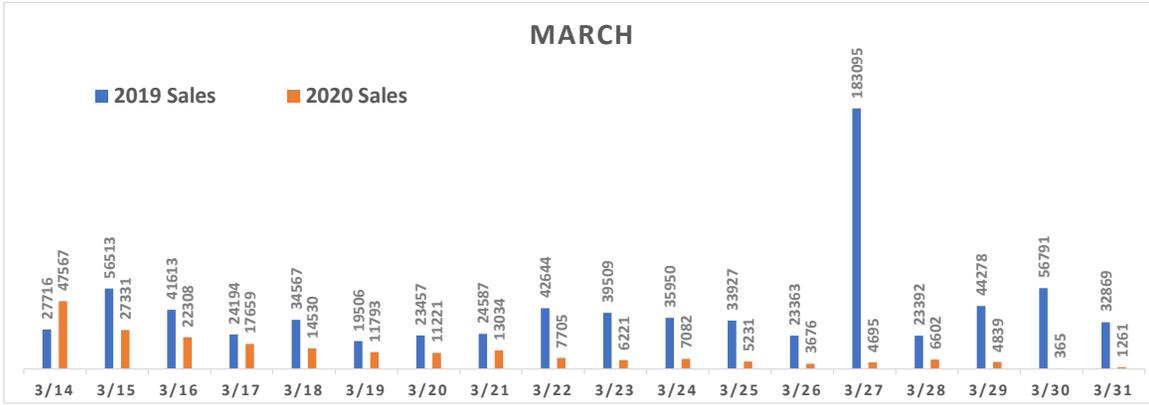
Annual Pass Traffic 2019 vs 2020

May	2019	2020	Difference	Percentage
1	1,841	991	850	-46%
2	1,896	862	1,034	-55%
3	1,877	808	1,069	-57%
4	1,800	902	898	-50%
5	1,229	931	298	-24%
6	1,821	904	917	-50%
7	1,853	994	859	-46%
8	1,947	1,114	833	-43%
9	1,973	974	999	-51%
10	2,091	882	1,209	-58%
TOTAL	18,328	9,362	8,966	-49%

May Traffic 2019 vs 2020

May	2019	2020	Difference	Percentage
1	3,083	2,029	1,054	-34%
2	3,227	2,493	734	-23%
3	4,053	2,144	1,909	-47%
4	5,467	1,437	4,030	-74%
5	2,924	1,411	1,513	-52%
6	3,227	1,414	1,813	-56%
7	3,809	1,549	2,260	-59%
8	3,836	2,248	1,588	-41%
9	3,720	2,626	1,094	-29%
10	4,682	2,204	2,478	-53%
TOTAL	38,028	19,555	18,473	-49%

JIA Amenity and Convention Center Sales



Combined sales are down \$2,155,173 over the past 58 days.

Jekyll Island Authority

Forecasted Impact of COVID-19 on Revenues and Expenses

Based on a review of budgeted revenues and expenses for March - June, the information below provides a snapshot of the estimated impacts of COVID-19 on the revenues and expenses of the Jekyll Island Authority.

	<i>Actual</i> March	<i>Actual</i> April	<i>Estimated</i> May	<i>Estimated</i> June	Total
Estimated reduction in Revenues	22%	62.9%	65.0%	50.0%	
Estimated reduction in Expenses	14%	26.3%	28.5%	10.0%	
Revenues	1,712,456.00	943,380.00	1,022,601.65	1,652,334.00	5,330,771.65
Expenses	2,000,201.00	1,666,481.00	1,616,813.06	2,470,473.00	7,753,968.06
Net Cash Income	(287,745.00)	(723,101.00)	(594,211.41)	(818,139.00)	(2,423,196.41)
Budgeted Net Income	(123,595.00)	282,323.00	660,442.00	559,698.00	1,378,868.00
Estimated Variance from Budget	(164,150.00)	(1,005,424.00)	(1,254,653.41)	(1,377,837.00)	(3,802,064.41)
Current Budget Cushion**	164,150.00	1,005,424.00	1,088,426.00	-	2,258,000.00
Impact to Budgeted Bottom Line <small>(Amount to be taken from JIA reserve funds)</small>	-	-	(166,227.41)	(1,377,837.00)	(1,544,064.41)

Approved FY2020 Budget:	March	April	May	June	Total
Revenues	2,205,322.00	2,544,840.00	2,921,719.00	3,304,668.00	10,976,549.00
Expenses	2,328,917.00	2,262,517.00	2,261,277.00	2,744,970.00	9,597,681.00
Net Income	(123,595.00)	282,323.00	660,442.00	559,698.00	1,378,868.00

** Amount of variance between Year-to-date budget and actual for FY2020 as of February 29, 2020.

This variance is due to revenues being higher than anticipated and expenses being lower than anticipated as of 2-29-2020.

MEMORANDUM

TO: FINANCE COMMITTEE
FROM: MARJORIE JOHNSON, CHIEF ACCOUNTING OFFICER
NOEL JENSEN, CHIEF OPERATIONS OFFICER
SUBJECT: EMERGENCY REPAIRS OF CONVENTION CENTER BOILER/WATER HEATER
DATE: 5/13/2020

During routine examination of the Jekyll Island Convention Center facilities it was determined that the refractory insert and flue collector internal to the industrial water heater are leaking and need to be replaced. Without these repairs the JICC risks catastrophic failure of the water heater/boiler and no hot water for safe operation.

Staff hereby requests emergency capital expenditure from reserves of up to \$32,763.00 for replacement of these internal parts.

MEMORANDUM

TO: FINANCE COMMITTEE
FROM: MARJORIE JOHNSON, CHIEF ACCOUNTING OFFICER
NOEL JENSEN, CHIEF OPERATIONS OFFICER
SUBJECT: CAPITAL IMPROVEMENT REQUESTS FROM WATER/WASTEWATER RESERVE FUND
DATE: 5/13/2020

During FY 2021 budget preparations for the water and wastewater departments, requests for capital improvements were prioritized to be presented to the JIA Board. Out of the projects that were examined a list of the 10 most critical and beneficial repairs were determined below in order of importance:

- Rehabilitate and Rebuild South Aerator \$63,000
- Replace West Intermediate Pump \$25,000
- Purchase New Gear Box for Final Clarifiers \$13,000
- Replace Pumps at Lift Stations 5 & 15 \$30,000
- Replace 10% Residential Meters per EPD Guidelines \$15,000
- Rebuild and Rehabilitate South Trickle Filter \$45,000
- Install Variable Frequency Drives on Lift Stations 5, 15, 14 and 12 \$25,000
- Purchase Lift Crane for Wastewater Truck \$20,000
- Install New Chlorine & PH Analyzers at Water Towers 3, 4 and 5 \$20,000
- Eliminate 5,000 LF of Asbestos Cement Waterline from Claflin to Potter Ln. \$30,000

Staff hereby requests capital expenditure from water/wastewater reserve fund of up to \$286,000.00 for the ten capital improvement projects listed above.

JEKYLL ISLAND-STATE PARK AUTHORITY

POLICY MANUAL

Section: Human Resources Standards of Practice	Section: 4.24
	Effective Date:
Subject: Telework	Original Date:
	Revision Dates:

STANDARD

The Jekyll Island Authority (JIA) recognizes telework as an authorized work arrangement for selected positions. Telework arrangements allows the employee to perform some or all work at a location other than the employee’s primary workplace. The alternate workplace may include the employee’s home or other designated location.

PRACTICE GUIDELINES

1. *General Provisions:*

- a. Telework arrangements may be utilized when the job is suitable for this arrangement and the job responsibilities of the position can be satisfactorily performed away from the primary workplace. Given the nature of work performed by many positions within the JIA, not all jobs will be well suited for teleworking arrangements.
- b. Telework is a management option permitted by the organization and is not an employee right. The duration of permission for teleworking is entirely at the will and discretion of the JIA, which retains the right to determine the time, place and manner of employment.
- c. An employee’s participation in teleworking is typically voluntary. The employee, manager/supervisor or other authorized official may terminate teleworking at any time, for any reason; however, advance notice should be given when feasible.
- d. While engaged in teleworking, an employee is governed by the same performance expectations as in the primary workplace. The employee’s supervisor or manager may require a teleworking employee to demonstrate their compliance with performance expectations at any time, with or without advance notice.
- e. The hours of work applied to teleworking shall be the same as those applied in the primary workplace unless an alternative schedule is preapproved by the department manager and division director.
- f. All JIA policies, specifically including those governing hours of work, leave, timekeeping, and employee conduct, apply to the teleworking employee in the same manner as they are applied in the primary workplace.
- g. Teleworking employees must remain accessible to their supervisor or manager, customers and co-workers during any period of teleworking via one or more of the following: telephone, mobile phone, e-mail, or other agreed upon methods. Specific methods of contact must be agreed upon in advance by the employee and the supervisor.
- h. A teleworking employee may be required to report to the primary workplace during a day or period of teleworking when, in the determination of the supervisor or manager, circumstances so require.

2. ***Division Director Considerations.*** A division director should consider the following when identifying jobs and/or candidates for teleworking:
 - a. An assessment that an employee's job is suitable for teleworking;
 - b. A thorough and objective assessment of an employee's past performance, job knowledge, and other work-related characteristics;
 - c. The immediate supervisors support of teleworking and his or her proficiency/ability to effectively manage the teleworking employee in a nontraditional work environment;
 - d. Clearly defined expectations of duties and responsibilities that are measured by results rather than presence at the onsite work location; and
 - e. The teleworking employee's commitment to an effective and productive telework program.

3. ***Job Selection Considerations.*** Jobs well suited for teleworking have the following characteristics:
 - a. Production of work can be done via technology such as computer, telephone, virtual meetings, conference calls, etc.;
 - b. Infrequent face-to-face communication requirements, communications can be managed via telephone, text messages, email, etc.;
 - c. Employee often works alone handling information or work production;
 - d. Work results can be clearly defined;
 - e. Work activities are measurable with objectives, identifiable time frames and check points;
 - f. Work can be performed without close supervision; and
 - g. Minimal requirements for special equipment.

4. ***Employee Selection Considerations.*** Employees suited for teleworking generally have the following characteristics and abilities:
 - a. Demonstrated history of successful job performance in his or her current and, if applicable, previous positions;
 - b. Possesses good oral and written communication skills, ability to establish and maintain frequent communication with supervisor and co-workers;
 - c. Regularly demonstrates responsibility, is self-motivated, and adaptable;
 - d. Is familiar with requirements of his or her position and can work independently; and
 - e. Is results-oriented.

5. ***Employee Eligibility.*** To be considered eligible for telework, an employee must:
 - a. Be employed in, or assigned to, a position that is conducive to teleworking;
 - b. Have been employed with the JIA for at least six (6) months;
 - c. Have consistently met established productivity levels;
 - d. Have at least a "meeting expectations" or better on the most recent performance evaluation, if available;
 - e. Have not received any disciplinary actions in the previous twelve months.

6. ***Teleworking Agreement.*** If selected for telework, the employee and his or her immediate supervisor jointly sign a Teleworking Agreement that can be modified or terminated by the employee, manager/supervisor or other authorized official with reasonable notice. The Agreement must be reviewed and renewed annually during the employee performance evaluation process.

7. **Equipment.**

- a. Employees issued mobile equipment for use while working away from the employee's work location must safeguard equipment. Equipment that is not mobile in nature such as a desktop computer, in most cases will not be provided.
- b. Employees may not use JIA provided equipment for personal use or allow the use of JIA equipment by a non-employee.
- c. Personal software may not be used on JIA provided equipment.
- d. Software which is not appropriately licensed may not be installed on JIA equipment.
- e. JIA issued equipment is subject to audit and security reviews as appropriate. Employees must return equipment when requested.
- f. Misuse of JIA provided equipment will be grounds for terminating telework arrangements and may subject the employee to disciplinary action up to and including dismissal from employment.

8. **Safety and Inspections.** Teleworking employees are responsible for maintaining their home or alternative workspace in a safe condition and free from hazards. The JIA reserves the right to have an alternative workspace inspected to ensure safety compliance and adherence with the telework policy and guidelines regarding workspace.

9. **Workers' Compensation.** Employees teleworking are covered by Workers' Compensation during work hours and while performing work functions in designated home or alternative work area. Employee's must report any work-related injury to their supervisor as soon as possible after the accident/injury occurs.

10. **Dependent Care.** Teleworking is not a substitute for dependent care. Telework should not be used to provide active care for dependents. Employees are expected to manage dependent care and personal responsibilities in a manner that allows the successful completion of job responsibilities.

11. **Standards of Conduct.** JIA standards of conduct and policies apply to employees teleworking, employees are bound to regulations, policies, and procedures while working at the alternative workplace. Additionally, an employee approved to conduct work via telework arrangements is expected to adhere to the established telework expectations outlined by the JIA and the employee's supervisor.

COMPLIANCE: Teleworking arrangements are voluntary and considered a privilege and not an employee right. Employees are expected to comply with the guidelines of this policy. Employees who fail to follow the provisions of this policy may lose privileges and be subject to appropriate disciplinary action, up to and including termination of employment.

For additional information or assistance, please contact the JIA Human Resources office.



COVID-19 SIGNAGE PACKAGE

DISTRIBUTED TO ALL JIA AMENITIES & HOTEL PARTNERS

Around Jekyll Island, we are taking a number of stringent precautionary measures to ensure your safety and well-being. To help prevent the spread of COVID-19 (Coronavirus), we have increased many of our operational protocols including:

- Reduced occupancy in all common spaces, to ensure compliance with CDC social distancing guidelines
- Increased sanitation of all public surfaces
- Complimentary hand-sanitizing stations and travel size hand sanitizers for purchase, as available
- Enhanced employee protocols including increased hand washing, sanitization efforts, and social distancing

Please remember to wash your hands and follow social distancing guidelines by remaining at least 6 feet away from others.

Feel like you may be experiencing COVID-19 symptoms? Contact Southeast Georgia Health System's free screening hotline: 912-466-7222

FREE-STANDING ENTRY SIGNS

PREVENT THE SPREAD OF COVID-19

If you feel unwell or have symptoms of illness, please leave the building, avoid contact with others, and call a health care provider immediately.

DO NOT ENTER if you have:

- Fever
- Cough
- Shortness of Breath

Southeast Georgia Health System's free COVID-19 screening hotline: 912-466-7222

DOOR SIGNS



FLOOR DECALS



RESTROOM DECALS

Around Jekyll Island, we are taking a number of stringent precautionary measures to ensure your safety and well-being. To help prevent the spread of COVID-19 (Coronavirus), we have increased many of our operational protocols including:

- Reduced occupancy in all common spaces, to ensure compliance with CDC social distancing guidelines
- Increased sanitation of all public surfaces
- Complimentary hand-sanitizing stations and travel size hand sanitizers for purchase, as available
- Enhanced employee protocols including increased hand washing, sanitization efforts, and social distancing

Please remember to wash your hands and follow social distancing guidelines by remaining at least 6 feet away from others.

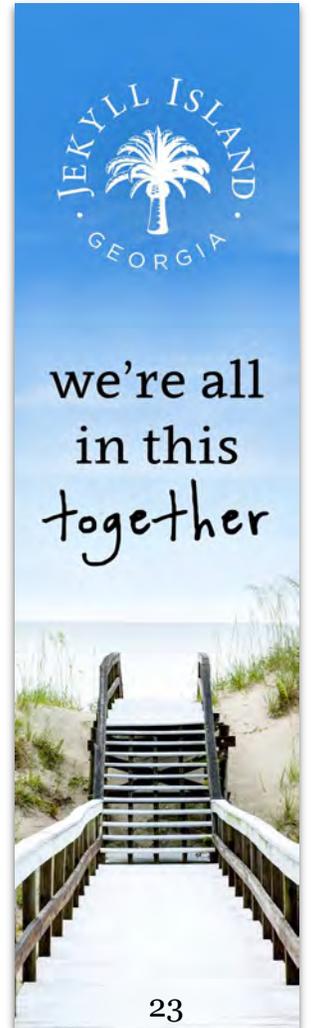
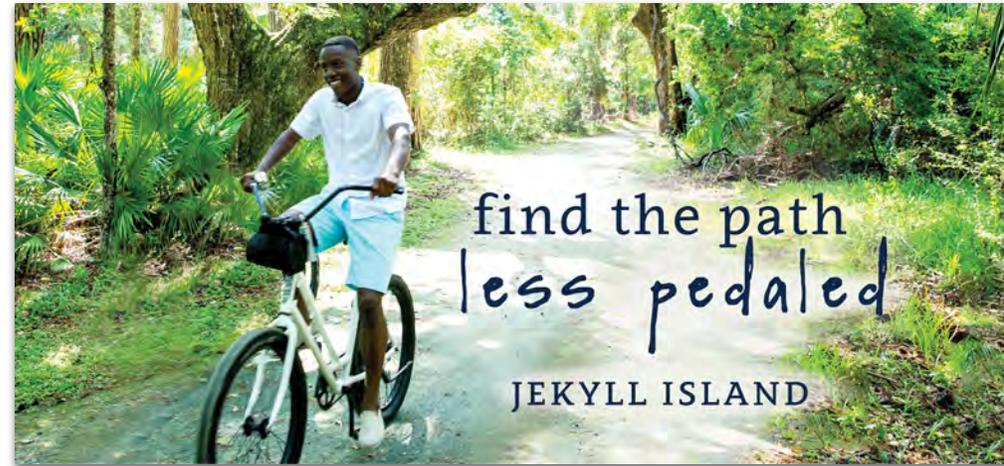
Feel like you may be experiencing COVID-19 symptoms? Contact Southeast Georgia Health System's free screening hotline: 912-466-7222





LOCAL OUT-OF-HOME MESSAGING

BILLBOARDS & WELCOME BANNER



BANNER AT
JEKYLL
ENTRANCE GATE



VIRTUAL EXPERIENCES

ENJOYING JEKYLL FROM A DISTANCE



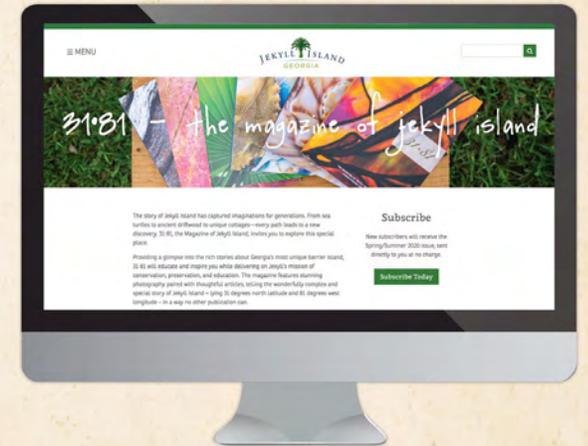
SCUTE SCHOOL



360 VIEW



DOWNLOADABLE
WALLPAPER



31•81



MAY 8, 2020

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: MELISSA CRUTHIRDS, GENERAL COUNSEL
RE: SECOND READING and CONSIDERATION OF ADOPTION, O-2020-1
SECTION 1-11, PROSECUTION OF ORDINANCES
AMENDMENT TO ADD CODE ENFORCEMENT OFFICER AND TO
PROVIDE FOR METHOD OF SERVICE FOR REAL PROPERTY
VIOLATIONS

BACKGROUND

A full explanation for the background of this proposed ordinance can be found in the Board Memo presented for the April 2020 Board Meeting.

In summary, this proposed ordinance will do four things:

- Allow for the appointment of individuals by the authority, through the Executive Director, to issue citations for violations of the Jekyll Island Code of Ordinances;
- Outlines the method of service for violations concerning real property, such as neglect of property;
- Allows for prosecution of violation of the ordinances by the authority's attorney or a Special Assistant Attorney General, where it previously only allowed for prosecution by an appointed Special Assistant Attorney General; and
- Changes the word "association" to "authority."

FIRST READING, POSTING, AND PUBLIC COMMENT

A first reading of this proposed ordinance was held on April 21, 2020. On that date, this proposed ordinance was posted on the JIA website for public review and comment. Comments closed on May 7, 2020.

We have received no public comments on this proposed ordinance.

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 provide the ability for a Code Enforcement Officer or other individuals to issue citations on behalf of the Authority and to provide for a manner of service for violations concerning real property.



EXPLANATION OF CHANGES

1
2 Sec. 1-11. - Prosecution of ordinances.

3 (a) Violations of authority ordinances may be tried upon citations without a prosecuting
4 attorney. The ~~association~~authority's attorney may prosecute a citation or the
5 authority shall may request the attorney general to designate and furnish a
6 prosecuting attorney for any trial upon a citation of a violation of an authority
7 ordinance when either so requested by the judge of the magistrate court of the
8 county or so determined appropriate by the authority or the attorney general.

9 (b) Members of the uniform division of the department of public safety, or individuals
10 appointed by the authority and sworn in as officers of the magistrate court, are
11 authorized to issue citations for violations of authority ordinances. Each citation
12 shall state the time and place at which the accused is to appear for trial, shall
13 identify the offense with which the accused is charged, shall have an identifying
14 number by which it shall be filed with the magistrate court, shall indicate the identity
15 of the accused and the date of service, and shall be signed by the ~~member of the~~
16 ~~uniform division of the department of public safety~~person who completes and
17 serves the citation.

18 (c) Prosecutions for violations of ordinances set forth in this Code upon citations shall
19 be commenced by the completion, signing, and service of a citation by a member
20 of the uniform division of the department of public safety or by an individual
21 appointed by the authority and sworn in as an officer of the magistrate court.
22 Except as provided for in subsection (d) of this Code section, ~~the~~ original of the
23 citation shall be personally served upon the accused; ~~and~~ a copy shall be filed
24 promptly with the magistrate court of the county. No person shall be arrested prior
25 to the time of trial, except for the offenses of public drunkenness or disorderly
26 conduct; but any defendant who fails to appear for trial shall be arrested thereafter
27 on the warrant of the magistrate and required to post a bond for his future
28 appearance.

29 (d) (1) A citation for violation of an ordinance concerning the condition of real property
30 may be served by:

31 (A) Posting a copy of it on the door of the premises where the alleged
32 violation occurred;

33 (B) Mailing a copy of it by registered or certified mail or statutory overnight
34 delivery to the owner of such premises at the address of record maintained by the



35 applicable tax commissioner. The certificate of mailing to the accused shall
36 constitute prima-facie evidence of compliance with this subparagraph; and

37 (C) Filing a copy of it with the clerk of magistrate court.

38 (2) Service under paragraph (1) of this subsection shall not be authorized until
39 there has been at least one attempt at personal service on the accused at the
40 address of record of the accused as maintained by the applicable tax
41 commissioner or of the accused's registered agent as maintained by the Secretary
42 of State, provided that such attempt at personal service shall only be required if
43 the accused resides or has a registered agent in this state.



May 8, 2020

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: MELISSA CRUTHIRDS, GENERAL COUNSEL
RE: SECOND READING and CONSIDERATION OF ADOPTION, O-2020-2
CHAPTER 10, ARTIVLE IV, BEACH LIGHTING
REPLACE THE BEACH LIGHTING ORDINANCE

BACKGROUND

The Authority seeks to improve the Beach Lighting Ordinance in order to clarify and bolster the lighting permissions, prohibitions, and penalties. In this vein, and as previously outlined to the Board, the Authority and the Department of Natural Resources staff have met numerous times to revise the current ordinance with the shared, collaborative goal of producing “an improved Jekyll Island Beach Lighting Ordinance that advances the protection of sea turtles by minimizing and eliminating the impacts of artificial light while facilitating consistent understanding, interpretation, action, and enforcement”.

This proposed ordinance revises the current ordinance significantly. Although numerous minor improvements were made, all substantive changes are highlighted in the attached table.

After receipt and review of public comments, two minor revisions were made to the proposed ordinance as indicated in the attached, redlined version. These changes are not substantive.

DNR is in support of the proposed ordinance as submitted to you today for a second reading and consideration of adoption.

POSTING AND PUBLIC COMMENT

This proposed ordinance has been posted since February 28, 2020 (with a minor revision posted on March 2, 2020) on the JIA website. The public was notified of the posting through our Nixle system on February 28, 2020. Public comments were available on the JIA website February 28 - April 6, 2020 (prior to the First Reading) and April 21 – May 7, 2020



(after the First Reading). All public comments submitted as of midnight on May 7, 2020 have been reviewed and considered prior to submission of this memorandum.

A public session regarding these proposed changes was also held on March 12, 2020.

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 revise the Beach Lighting Ordinance as proposed.



Section	Current Ordinance	Current Proposed Ordinance
DEFINITIONS, §10-78		
Beach	the zone of unconsolidated material that extends landward from the ordinary low-water mark to the line of permanent vegetation	the zone of sand from the low water mark of the ocean to the landward toe of the frontal dune. In cases with no identifiable frontal dune, <i>beach</i> means the zone of sand from the low-water mark of the ocean to the landward extent of sparsely vegetated sand.
Dune	mounds of sand deposited along a coastline by wind action, which mounds are often covered with sparse, pioneer vegetation and are located landward of the ordinary high-water mark and may extend to the tree line.	a natural or manmade mound or bluff of sand deposited along a coastline by wind action, which mounds are often covered with sparse, pioneer vegetation and are located landward of the ordinary high-water mark and may extend to the tree line.
Frontal Dune	the first natural or manmade mound or bluff of sand which is located landward of the beach and which has sufficient vegetation, height, continuity, and configuration to offer protective value.	the seaward-most dune on the nesting beach and which has sufficient vegetation, height, continuity, and configuration to offer significant protective value of landward areas.
Landward Toe	[not defined]	the lowest elevation of the landward side of the frontal dune.
Nesting Beach	any island beach capable of supporting sea turtle nesting habitat defined as dry sand beach above the ordinary high-water mark	any beach capable of supporting sea turtle nests as determined by available data or any beach location where natural changes or engineered and permitted activities have created the potential for sea turtle nesting as determined by DNR. The authority may post a map of each year's nesting beaches on its website in advance of nesting season to identify the location of nesting beaches for that year's nesting season in consultation with DNR.



<p>PROHIBITION ON BEACHFRONT ARTIFICIAL LIGHTING, §10-80</p>	<p>(a) To protect sea turtles from the adverse effects of artificial lighting, provide overall improvement in sea turtle nesting habitat degraded by light pollution, and increase successful nesting activity and production of hatchlings, artificial illumination, whether directly illuminated or indirectly illuminated or cumulatively illuminated, of the nesting beaches or nonnesting beaches, including dunes and frontal dunes, is prohibited during nighttime during the sea turtle nesting season for the protection of nesting females, nests and hatchlings.</p> <p>(b) This article is applicable to individuals, legal entities, and may be enforced in rem against nonconforming property uses. The prohibition set forth herein is effective for all new construction or installations of artificial lighting upon approval of this article. Existing artificial lights or lighting must be brought into conformance as soon as practicable but in no event later than April 30, 2010. The authority may proceed immediately against any nonconforming use commencing May 1, 2010, by terminating electrical power to such nonconforming use and proceeding in rem against the person or entity holding the property interests for all costs and attorney fees.</p>	<p>It shall be unlawful for a person to allow artificial light to directly, indirectly, or cumulatively illuminate the nesting beaches of Jekyll Island, including frontal dunes, during nighttime throughout the sea turtle nesting season, unless such lighting complies with the standards set forth in sections 10-81 and 10-82.</p>
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Section	Current Ordinance	Current Proposed Ordinance
	<p>(c) Artificial lighting may be operated on nesting and nonnesting beaches of the island during the sea turtle nesting season at nighttime only under the conditions set forth in sections 10-81 and 10-82</p>	
<p>STANDARDS FOR PERMITTED BEACHFRONT LIGHTING ON NESTING BEACHES, §10-81</p>	<p>(1) Artificial light fixtures shall be designed and positioned so that:</p> <ul style="list-style-type: none"> a. The point source of light or any reflective surface of the light fixture is not directly visible from the beach; b. Areas seaward of the highest point of the frontal dune are not directly or indirectly illuminated; and c. Areas seaward of the highest point of the frontal dune are not cumulatively illuminated. 	<p>(1) All artificial light fixtures, whether exterior or interior, shall be designed and positioned so that:</p> <ul style="list-style-type: none"> a. The point source of light, such as the bulb, fluorescent tube, or diode, or any mirrored reflective surface of the light fixture is not directly visible from the beach; b. The beach is not directly or indirectly illuminated; and c. The beach is not cumulatively illuminated.



Section	Current Ordinance	Current Proposed Ordinance
	n/a	<p>(2) One or more of the following measures could be used as necessary to eliminate direct, indirect and cumulative beach illumination resulting from the interior light emanating from doors and windows that can be seen by an observer on the beach:</p> <ul style="list-style-type: none"> a. Position lamps and other moveable light fixtures away from windows; b. Use window treatments to shield interior lights from the beach and, during the nesting season, draw operable coverings each night; or c. Turn off unnecessary lights.
	<p>(2) Exterior artificial light fixtures within direct line-of-sight of the beach shall be designed and oriented such that the fixtures are:</p> <ul style="list-style-type: none"> a. Completely shielded; b. Full cutoff design; c. Oriented in a downward direction. 	<p>(3) Exterior artificial light fixtures that can be seen by an observer on the beach shall be designed and oriented such that:</p> <ul style="list-style-type: none"> a. The point source of light such as the bulb, fluorescent tube, or diode, or any mirrored reflective surface of the light fixture is not directly visible from the beach; b. Fixtures are completely shielded by an opaque material blocking direct view of bulbs or diodes from the beach; c. Fixtures project light in a downward direction only.



Section	Current Ordinance	Current Proposed Ordinance
	<p>(3) Exterior artificial light fixtures which are prohibited, subject to condition set forth in subsection (5) of this section, include the following:</p> <ul style="list-style-type: none"> a. Pond lights. b. Uplights. c. Dune walkover lights. d. Tree-strap downlights. e. Decorative lighting, including rope lights and Christmas lights. 	<p>(4) Exterior artificial light fixtures which are prohibited from producing light that can be seen by an observer on the beach, include the following:</p> <ul style="list-style-type: none"> a. Lighting that is decorative in purpose and intent. b. Any light fixture that projects light in an upward direction. c. Any light fixture that directly illuminates vegetation, buildings, trees, or other objects that can be seen by an observer on the beach. d. Dune crossover lights. e. Tree mounted lights placed higher than fifteen (15) feet above the ground surface.
	<p>(4) The only lamps/bulbs or other light sources that may be used in exterior light fixtures include:</p> <ul style="list-style-type: none"> a. Low-pressure sodium (LPS, 18 watts, 35 watts). b. Amber or red LED (greater than 580 nm). c. Turtle Safe Lighting, Inc. coated, compact fluorescent (CF) lamps (maximum 13 watts). d. True red neon. e. Other lighting sources that produce light of 580 nm or longer wavelength. 	<p>(5) The only lamps/tubes/bulbs/diodes or other light sources that may be used in exterior light fixtures producing light that can be seen by an observer on the beach include:</p> <ul style="list-style-type: none"> a. Low-pressure sodium (LPS, 18 watts, 35 watts). b. Amber or red LEDs producing light wavelengths not less than 560 nanometers). c. Any lamp/bulb authorized by the DNR. d. True red neon. e. Other lighting sources that produce light wavelengths not less than 560nm.



Section	Current Ordinance	Current Proposed Ordinance
	<p>(6) The use of private balcony lights is prohibited unless fixtures are low-mounted (equal to or less than two-foot balcony floor), low-wattage, and fully-shielded from the beach. Private balcony lights must be in conformance with the conditions set forth in subsections (1) through (10) of this section.</p>	<p>(7) Private balcony lights may only be low-mounted, not to exceed the height of the railing around the balcony, fully-shielded from view from the beach, and produce light that does not directly or indirectly illuminate any surfaces, other than the associated balcony, that can be seen by an observer on the beach. Private balcony lights must comply with the conditions set forth in this section.</p>
	<p>(7) Only low-intensity lighting shall be used in parking areas within line-of-sight of the beach, and shall be:</p> <ul style="list-style-type: none"> a. Set on a base which raises the source of light no higher than 48 inches off the ground. b. Positioned or shielded so that the light is cast downward and the source of light or any reflective surface of the light fixture is not visible from the beach and does not directly or indirectly illuminate the beach. c. Bulbs used in parking area fixtures must comply with condition set forth in subsection (4) of this section. 	<p>(8) Lamps, bulbs, tubes, or diodes used to illuminate parking areas and roadways must comply with conditions set forth in this section when producing light that can be seen by an observer on the beach.</p>



Section	Current Ordinance	Current Proposed Ordinance
	<p>(10) Swimming pool and pool deck lights shall be turned off when the pool is closed unless required for safety and security, in which case such lights must conform to the condition set forth in subsection (5) of this section.</p>	<p>(11) Swimming pool and pool deck lights shall be turned off when the pool is closed unless required for safety and security. Swimming pool deck lights must comply with conditions set forth in this section. Underwater swimming pool lights shall be designed and installed so as to avoid illuminating any buildings, trees, or other objects that can be seen by an observer on the beach. If avoidance of such illumination is not possible, then the wavelengths emitted by the underwater pool lights shall not be less than 560nm. Swimming pool owners are encouraged to seek a variance from the Glynn County Department of Public Health in order to conform to these standards.</p>
<p>STANDARDS FOR PERMITTED BEACHFRONT LIGHTING ON NONNESTING BEACHES, §10-82</p>	<p>Beachfront artificial lighting is permitted on nonnesting beaches during the sea turtle nesting season at nighttime, except such beachfront artificial lighting is prohibited when artificial lighting is within line-of-sight of any nesting beach, dune or frontal dune, whether directly illuminated or indirectly illuminated or cumulatively illuminated. When artificial lighting is within line-of-sight of any nesting beach, dune or frontal dune, all such artificial lighting must comply with conditions in subsections (1) through (13) of the standards set forth in section 10-81 concerning nesting beaches.</p>	<p>Beachfront artificial lighting is permitted on nonnesting beaches during the sea turtle nesting season at nighttime, except such lighting is prohibited when it can be seen by an observer on any nesting beach. When artificial lighting can be seen by an observer on a nesting beach, all such artificial lighting must comply with conditions in subsections (1) through (11) of the standards set forth in section 10-81 concerning nesting beaches.</p>



Section	Current Ordinance	Current Proposed Ordinance
<p>PROHIBITION OF CERTAIN BEACH ACTIVITIES UTILIZING ARTIFICIAL LIGHTS AND LIGHTING AFFECTING SEA TURTLES, §10-83</p>	<p>The following activities involving direct illumination of the beach are prohibited on nesting beaches, dunes, and frontal dunes at nighttime during the sea turtle nesting season for protection of nesting female sea turtles, nests, and hatchlings:</p> <ul style="list-style-type: none"> (1) The operation of all motorized vehicles or motorized machines, except governmental emergency and law enforcement vehicles or those permitted on the beach for research or sea turtle conservation. (2) The use of campfires or bonfires. (3) The use of lanterns or flashlights unless they produce light of 580 nm or longer wavelength (true red). 	<p>The following activities involving direct illumination of the beach are prohibited on nesting beaches, dunes, and frontal dunes at nighttime during the sea turtle nesting season for protection of nesting female sea turtles, nests, and hatchlings:</p> <ul style="list-style-type: none"> (a) The operation of all motorized vehicles or motorized machines, except for those vehicles that are necessary for authorized public safety, law enforcement, or protected-wildlife related activities. Authorized vehicles operating on the beach on a routine, non-emergency, basis must be equipped with forward facing lights, sufficiently bright for safe operation, producing light wavelengths not less than 560nm. (b) Any source of open flame except handheld lighters. (c) The use of lanterns, flashlights, or any other portable light source except those producing light wavelengths not less than 560nm. (d) The use of fireworks unless approved by the authority and properly permitted under state and local law.



Section	Current Ordinance	Current Proposed Ordinance
<p>NONCOMPLIANCE AND ENFORCEMENT, §10-85</p>	<p>(a) The authority shall notify, in writing, the leaseholder of any premises that are in noncompliance with this article, and that the noncompliance must be corrected within ten calendar days.</p> <p>(b) Such notice of noncompliance shall be sent by certified mail or statutory mail, addressed to said leaseholder, at his last known address, or by posting on the premises.</p> <p>(c) Failure by the leaseholder to correct any item of noncompliance with this article shall be construed to be an item of default of the lease for these premises and shall be resolved as set forth in section 1-8 and by law, as applicable.</p>	<p>(a) The authority shall have the power to enforce the provisions of this article by all legal or administrative means.</p> <p>(b) Each violation of any provision of this Article shall subject the person committing the violation to a fine up to \$500 plus costs and any or all penalties to be imposed at the discretion of the judge. Each day of any such violation shall constitute a separate and distinct offense.</p> <p>(c) No permit may be issued by the Authority to improve or expand any facility that is in violation of this ordinance unless such violation has been corrected.</p>

1 **ARTICLE IV. - BEACH LIGHTING**

2

3 **Sec. 10-78. - Definitions.**

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

7 **Artificial Light or Artificial Lighting** means the light emanating from any
8 manufactured device.

9 **Beach** means the zone of sand from the low water mark of the ocean to the landward
10 toe of the frontal dune. In cases with no identifiable frontal dune, *beach* means the zone
11 of sand from the low-water mark of the ocean to the landward extent of sparsely vegetated
12 sand.

13 **Beachfront** means the area of land facing the beach.

14 **Cumulatively Illuminated** means illuminated by more than one artificial light sources
15 that collectively illuminate any portion of the beach.

16 **Directly Illuminated** means an area illuminated as a result of glowing elements,
17 lamps, globes or reflectors of an artificial light source, which is visible to an observer on
18 the beach.

19 **DNR** means the Georgia Department of Natural Resources – Wildlife Resources
20 Division which is responsible for conserving and protecting wildlife species, including Sea
21 Turtles.

22 **Dune** means a natural or manmade mound or bluff of sand deposited along a
23 coastline by wind action, which mounds are often covered with sparse, pioneer vegetation
24 and are located landward of the ordinary high-water mark and may extend to the tree line.

25 **Frontal Dune** means the seaward-most dune on the nesting beach and which has
26 sufficient vegetation, height, continuity, and configuration to offer significant protective
27 value of landward areas.

28 **Ground-level Barrier** means any vegetation, natural feature or artificial structure
29 rising from the ground, which obstructs beachfront lighting from illuminating the beach-
30 dune system.

31 **Hatchling** means any species of marine turtle, within or outside of a nest, that has
32 recently hatched from an egg.

33 **Indirectly illuminated** means an area illuminated as a result of the glowing elements,
34 lamps, globes or reflectors of an artificial light source, which is not visible to an observer
35 on the beach.

36 **Landward Toe** means the lowest elevation of the landward side of the frontal dune.

37 **Nest** means an area where sea turtle eggs have been naturally deposited or
38 subsequently relocated.

39 **Nesting Beach** means any beach capable of supporting sea turtle nests as
40 determined by available data or any beach location where natural changes or engineered
41 and permitted activities have created the potential for sea turtle nesting as determined by
42 DNR. The authority may post a map of each year's nesting beaches on its website in
43 advance of nesting season to identify the location of nesting beaches for that year's
44 nesting season in consultation with DNR.

45 **Nesting Season** means the period of time between May 1st and October 31st of
46 each year. The authority, in consultation with DNR, may declare an end to the period of
47 local regulation prior to October 31st of each year after the last remaining nest on Jekyll
48 Island has been inventoried pursuant to DNR's nesting protocols. Such a declaration
49 would only apply to the beaches of Jekyll Island and pertain to this ordinance specifically.

50 **Nighttime** means the locally effective time period between sunset and sunrise.

51 **Nonnesting Beach** means any beach that is not a nesting beach.

52 **Person** means any individual, firm, association, joint venture, partnership, estate,
53 trust, syndicate, fiduciary, corporation, or other legal entity, and all other groups or
54 combinations thereof.

55 **Private Balcony** means a balcony or porch that is not considered a point of ingress
56 and egress in local building code.

57 **Sea (Marine) Turtle** means any marine-dwelling reptile of the families Cheloniidae
58 or Dermochelyidae found in state waters or using the beach as a nesting habitat, including
59 the following species: *Caretta caretta* (loggerhead), *Chelonia mydas* (green),
60 *Dermochelys coriacea* (leatherback), *Eretmochelys imbricata* (hawksbill), and

61 *Lepidochelys kempii* (Kemp's Ridley). For purposes of this ordinance, sea turtle is
62 synonymous with marine turtle.

63 **Tinted Glass** means any glass treated to achieve an industry-specified, inside-to-
64 outside light transmittance value of 45 percent or less. Such transmittance is limited to
65 the visible spectrum (400 to 700 nanometers) and is measured as the percentage of light
66 that is transmitted through the glass.

67

68 **Sec. 10-79. - Purpose and intent.**

69 This article is intended to protect sea turtles on nesting beaches by averting adverse
70 effects of artificial lighting during nesting season. Furthermore, this article is intended to
71 avoid degradation in sea turtle nesting habitat due to light pollution and promote
72 successful nesting activity and production of hatchlings.

73

74 **Sec. 10-80. - Prohibition of beachfront artificial lighting.**

75 It shall be unlawful for a person to allow artificial light to directly, indirectly, or
76 cumulatively illuminate the nesting beaches of Jekyll Island, including frontal dunes,
77 during nighttime throughout the sea turtle nesting season, unless such lighting
78 complies with the standards set forth in sections 10-81 and 10-82.

79

80 **Sec. 10-81. - Standards for permitted beachfront artificial lighting on nesting**
81 **beaches.**

82 Beachfront artificial lighting is permitted on nesting beaches during the sea turtle
83 nesting season at nighttime only under the following conditions:

84 (1) All artificial light fixtures, whether exterior or interior, shall be designed and
85 positioned so that:

86 a. The point source of light, such as the bulb, fluorescent tube, or diode, or any
87 mirrored reflective surface of the light fixture is not directly visible from the
88 beach;

89 b. The beach is not directly or indirectly illuminated; and

90 c. The beach is not cumulatively illuminated.

- 91 (2) One or more of the following measures could be used as necessary to eliminate
92 direct, indirect and cumulative beach illumination resulting from the interior light
93 emanating from doors and windows that can be seen by an observer on the
94 beach:
- 95 a. ~~Rearrange~~ Position lamps and other moveable light fixtures away from
96 windows;
 - 97 b. Use window treatments to shield interior lights from the beach and, during
98 the nesting season, draw operable coverings each night; or
 - 99 c. Turn off unnecessary lights.
- 100 (3) Exterior artificial light fixtures that can be seen by an observer on the beach shall
101 be designed and oriented such that:
- 102 a. The point source of light, such as the bulb, fluorescent tube, or diode, or any
103 mirrored reflective surface of the light fixture is not directly visible from the
104 beach;
 - 105 b. Fixtures are completely shielded by an opaque material blocking direct view
106 of bulbs or diodes from the beach;
 - 107 c. Fixtures project light in a downward direction only.
- 108 (4) Exterior artificial light fixtures which are prohibited from producing light that can
109 be seen by an observer on the beach include the following:
- 110 a. Lighting that is decorative in purpose and intent.
 - 111 b. Any light fixture that projects light in an upward direction.
 - 112 c. Any light fixture that directly illuminates vegetation, buildings, trees, or other
113 objects that can be seen by an observer on the beach.
 - 114 d. Dune crossover lights.
 - 115 e. Tree mounted lights placed higher than fifteen (15) feet above the ground
116 surface.
- 117 (5) The only lamps/tubes/bulbs/diodes or other light sources that may be used in
118 exterior light fixtures producing light that can be seen by an observer on the beach
119 include:
- 120 a. Low-pressure sodium (LPS, 18 watts, 35 watts).

- 121 b. Amber or red LEDs producing light wavelengths not less than 560
122 nanometers).
- 123 c. Any lamp/bulb authorized by the DNR.
- 124 d. True red neon.
- 125 e. Other lighting sources that produce light wavelengths not less than 560nm.
- 126 (6) Exterior lights used expressly for safety or security purposes shall be limited to
127 the minimum number and configuration required to achieve their functional roles
128 and must comply with conditions set forth in this section. Motion detector
129 switches, that keep lights off except when approached and that switch lights on
130 for the minimum duration necessary for security and safety, are desirable.
- 131 (7) Private balcony lights may only be low-mounted, not to exceed the height of the
132 railing around the balcony, fully-shielded from view from the beach, and produce
133 light that does not directly or indirectly illuminate any surfaces, other than the
134 associated balcony, that can be seen by an observer on the beach. Private
135 balcony lights must comply with the conditions set forth in this section.
- 136 (8) Lamps, bulbs, tubes, or diodes used to illuminate parking areas and roadways
137 must comply with conditions set forth in this section when producing light that can
138 be seen by an observer on the beach.
- 139 (9) Parking area and roadways, including any paved or unpaved areas upon which
140 motorized vehicles will park or operate, shall be designed and located to
141 minimize vehicular headlights from directly or indirectly illuminating the beach.
- 142 (10) Vehicular lighting, parking area lighting, and roadway lighting shall be shielded
143 from the beach through the use of ground-level barriers. Ground-level barriers
144 must not interfere with marine turtle nesting or hatchling emergence.
- 145 (11) Swimming pool and pool deck lights shall be turned off when the pool is closed
146 unless required for safety and security. Swimming pool deck lights must comply
147 with conditions set forth in this section. Underwater swimming pool lights shall be
148 designed and installed so as to avoid illuminating any buildings, trees, or other
149 objects that can be seen by an observer on the beach. If avoidance of such
150 illumination is not possible, then the wavelengths emitted by the underwater pool
151 lights shall not be less than 560nm. Swimming pool owners are encouraged to

152 seek a variance from the Glynn County Department of Public Health in order to
153 conform to these standards.

154 (12) Tinted glass shall be installed on all windows and glass doors of single or
155 multistory structures constructed within line-of-sight of the beach.

156 (13) Temporary lighting of construction sites that can be seen by an observer on the
157 beach during the sea turtle nesting season must comply with conditions set forth
158 in this section.

159 (14) Prior to beachfront construction or renovation of any beachfront structure or
160 facility, the lighting plan for the subject parcel, including during the construction
161 phase, must be approved by the authority and the DNR Sea Turtle Biologist
162 (primary), State Herpetologist (secondary), or other staff as assigned by DNR.

163

164 **Sec. 10-82. - Standards for permitted beachfront lighting on nonnesting beaches.**

165 Beachfront artificial lighting is permitted on nonnesting beaches during the sea turtle
166 nesting season at nighttime, except such lighting is prohibited when it can be seen by an
167 observer on any nesting beach. When artificial lighting can be seen by an observer on a
168 nesting beach, all such artificial lighting must comply with conditions in subsections (1)
169 through (11) of the standards set forth in section 10-81 concerning nesting beaches.

170

171 **Sec. 10-83. - Prohibition of certain beach activities utilizing artificial lights and**
172 **lighting affecting sea turtles.**

173 The following activities involving direct illumination of the beach are prohibited on
174 nesting beaches, dunes, and frontal dunes at nighttime during the sea turtle nesting
175 season for protection of nesting female sea turtles, nests, and hatchlings:

176 (a) The operation of all motorized vehicles or motorized machines, except for those
177 vehicles that are necessary for authorized public safety, law enforcement, or
178 protected-wildlife related activities. Authorized vehicles operating on the beach
179 on a routine, non-emergency, basis must be equipped with forward facing lights,
180 sufficiently bright for safe operation, producing light wavelengths not less than
181 560nm.

182 (b) Any source of open flame except handheld lighters.

183 (c) The use of lanterns, flashlights, or any other portable light source except those
184 producing light wavelengths not less than 560nm.

185 (d) The use of fireworks unless approved by the authority and properly permitted
186 under state and local law.

187

188 **Sec. 10-84. - Variances.**

189 (a) Requests for variances to this article must be presented in writing to the authority.
190 Such requests must state the rationale and must show how failure to receive a
191 variance will cause an undue hardship on the requestor.

192 (b) The authority will confer with the DNR regarding any variance requested and
193 shall respond in writing to each request subsequent to said consultation within
194 ten days, unless DNR or the authority requests additional time for study, in which
195 case the requestor shall be notified.

196

197 **Sec. 10-85. - Noncompliance and enforcement.**

198 (d) The authority shall have the power to enforce the provisions of this article by all
199 legal or administrative means.

200 (e) Each violation of any provision of this Article shall subject the person committing
201 the violation to a fine up to \$500 plus costs and any or all penalties to be imposed
202 at the discretion of the judge. Each day of any such violation shall constitute a
203 separate and distinct offense.

204 (f) No permit may be issued by the Authority to improve or expand any facility that
205 is in violation of this ordinance unless such violation has been corrected.



WILDLIFE RESOURCES DIVISION

MARK WILLIAMS
COMMISSIONER

RUSTY GARRISON
DIRECTOR

February 3, 2020

Mr. C. Jones Hooks
Executive Director
The Jekyll Island Authority
100 James Road
Jekyll Island, Georgia 31527

Dear Mr. Hooks:

I am sending this letter in support of the revised Jekyll Island beach lighting ordinance. As you know, representatives of the Georgia Department of Natural Resources, Wildlife Resources Division have been working with Jekyll Island Authority staff over the past year to update and revise this ordinance. The existing ordinance has been in effect since 2008 and has been successful in protecting sea turtles from the effects of light pollution during a period of substantial development along the Jekyll Island shoreline. While we expressed concern about the potential impacts of certain proposed changes in the first draft of the revised ordinance, we concurred with the Authority that an update was warranted to provide clarification and facilitate effective implementation.

In a series of meetings hosted by the Authority and facilitated by Mr. Robert Sutter of Enduring Conservation Outcomes, all major issues relating to the impacts of beach lighting on sea turtles were examined, and recommendations for improving language in the ordinance were discussed in detail. This rigorous collaborative effort resulted in the current draft of the revised ordinance. This draft includes updated terms and definitions, addresses current and potential lighting impacts, and clarifies responsibilities of the Wildlife Resources Division and the Jekyll Island Authority in implementation of the ordinance.

On behalf of the Wildlife Resources Division I want to thank you for hosting these meetings and providing an opportunity to collaborate on revision of this important ordinance. We look forward to working with the Authority on implementation of the revised beach lighting ordinance to conserve sea turtles on Jekyll Island.

Sincerely,

Rusty Garrison



GEORGIA WILDLIFE FEDERATION

April 24, 2020

Mr. C. Jones Hooks
Executive Director
The Jekyll Island Authority
100 James Road
Jekyll Island, GA 31527

RE: Revised Jekyll Island Beach Lighting Ordinance Comments

Dear Mr. Hooks,

Thank you for the opportunity to comment on the proposed revision to the Jekyll Island Beach Lighting Ordinance. The Jekyll Island Authority, through this proposed revision, demonstrates its commitment to appropriate use of the natural resources and environment of Jekyll Island while providing protection for vulnerable species of sea turtles.

The proposed revisions allow for use of new technologies and removes ambiguity contained in the original ordinance. Congratulations, you, your team and the partnership you exhibited with Georgia Department of Natural Resources are a positive example of the way the process should work. Good things happen when we share common goals and work together.

Georgia Wildlife Federation supports the new version of the Jekyll Island Beach Lighting Ordinance. Please advise if you have questions or comments.

Respectfully submitted,

Mike Worley
President and CEO
Georgia Wildlife Federation

Beach Lighting Ordinance Public Meeting

March 12, 2020

McCormick's Grill, Jekyll Island

Below is a summary of the conversation points during the public commentary portion of the Beach Lighting Ordinance public meeting. This summary is not a comprehensive "word-for-word" transcription and should not be deemed as such.

Public Commentary

Steve Newell: I was part of group that put together original ordinance. Concerned about patrons in rooms on upper floors of hotels. From my observation, folks will move things around the rooms. Have we been able to convince hoteliers to install tinting or film?

Ben Carswell: *Every hotel has 45 percent tint.*

Steve Newell: Ordinance does not included films? Should that be added?

Mason Stewart: I developed a turtle safe flashlight. Jekyll is the first place I put them, because they thought it was a good idea. Now I sell out every year. It started with Jekyll and it has a life of its own now.

Gloria Zocchi: Concerned about Great Dunes Park: When platform is rented, guests string up lights. What are the requirements?

Ben Carswell: *There have been noncompliance issues and we intercede, but sometimes one will get past us. We try to have good communication with convention center staff who rent pavilions. We've added about \$5,000 in additional compliant lighting. A lot of people don't like it, because it doesn't seem as festive. But it is turtle safe.*

Kathryn Ridley: I want to thank all of you at the table. We recognize the amount of time you've taken to get this right. We recognized an opportunity and we are glad you took the time to get it right and it shows that you did. It's an ordinance we can all be happy with and model. Thank you and we look forward to the next phase. Now that you have the ordinance, once it's implemented we hope it's enforced. 100 Miles is planning to launch an online resource that will help celebrate properties that are complying and encourage people to patronize. Would love to work with the Jekyll team and DNR and properties. Thank you for getting us where we are today.

Jim Reed: On Enforcement: Since most will happen at night, who do we call? If it's 10 p.m. and people are stringing up lights, who do we call?

Ben Carswell: *The Georgia Sea Turtle Center is on patrol all night and they alert me when they see something and I follow up the next day. There's not much out there that they will not see, but the wildlife line can also be used to report violations.*

Bonnie Newell: One of the ideas developed by Jekyll Goes Green: In every lobby of every hotel we could have a flat screen to show story of loggerhead to educate guests as they are checking in. This could also introduce the lighting ordinance so people are aware of it.

Steve Newell: As I recall, ordinance violations were sent to magistrate judge. Does the magistrate judge set fine?

Melissa Cruthirds: Yes.

Steve Newell: You've done a good job.

Mason Stewart: I provide instructions with lights. Used to have red and white lights. I stay away from amber. One of the reasons turtle light was developed was problem with red cellophane and rubber bands left on beach.

Vance Hughes: Y'all have done a lot of hard work I know. I'm encouraged by the mutual goal statement. Problem with first paragraph: Artificial light fixtures lists all of them that are not allowed. Once you read the first condition you find you are in violation. I don't think you meant to wipe out all lights on the beach in the first sentence. Once the magistrate judge read this, the judge might throw it out. This might put the ordinance at risk. If it is overturned, we won't have any ordinance. The first condition swallows up everything else you thought so hard about. Underpinning all this: You know the turtle nesting population is doing fairly well, especially compared to islands with a lot of habitation. What we are doing now, the turtles are thriving, so I presume you don't want to remove all lights.

Mark Dodd: *The beach cannot be directly or cumulatively illuminated. In Florida they use this test: If you can stand on beach at night and see your shadow. It's not no light at all, it's an amount of light. We do not have a meter capable of measuring precisely so we use standing on the beach as proxy. It's not enough just to have right wavelength, it's the amount. Turtles see the full spectrum but are less likely to be disturbed at low levels. Not just wavelength, it's quantity.*

Vance Hughes: Concerned that we can't really have any light at all at night the way this is written.

Mark Dodd: *I've been involved with 21 years. We've been able to manage. This has not been a big issue. I understand: You want a better definition of illumination. There are studies underway, but we do not have results. This is the same ordinance since 2008.*

Vance Hughes: The ordinance does not explicitly state that enforcer has discretion.

Melissa Cruthirds: *The enforcer always has discretion. For example, a police officer can give a warning instead of a speeding ticket.*

Dave Curtis: We know you are working with The Westin to get better compliance with interior can lights. It's really a question of partnership. We are certainly into protection. The way it's written, it's impossible to comply. Any light is a technical violation. Melissa says it's no different than a speeding ticket, but we are making an investment, not just driving down the road. In the spirit of all working toward the same goal, we need an ordinance that is understandable and can be complied with, not just the discretion of enforcer. Has the Attorney General reviewed this? I'm not a lawyer, but I wonder if this is even enforceable.

Jones Hooks: *It will be reviewed by the Attorney General, but we are not going to piecemeal. We are shooting for this year's season. Could be that a second reading will not occur in April.*

Mark Dodd: *The turtles are protected by the state and federal governments. By trying to get into compliance, you will reduce your federal and state liability.*

Dave Curtis: Not concerned about judgement of Ben or Mark. But in the future, what if someone says they saw light on at a hotel and therefore you are in violation and now we can't have any guests with lights on? Then you won't have any tourists on Jekyll Island.

Vance Hughes: We have opportunity to improve education materials, because quite frankly, right now no one is bothering with lights. During turtle season only about half are using curtains. Instead of browbeating, we need to convince them to be part of protecting turtles. That's what we have got to do, whether we have ordinance or not.

Jones Hooks: *We have had great conversations with hoteliers about what works for education. Consulting with Dr. Terry Norton, we know what does not work. Door hangs do not work, data show. We are looking for ways to work with hotel partners to move needle on education.*

Bonnie Newell: Question to Ben and Mark: It's my understanding The Westin has been out of compliance for quite some time. Correct?

Ben Carswell: Yes.

Bonnie Newell: Has The Westin ever been fined?

Ben Carswell: No.

Vance Hughes: The year after we delivered LEDs that were turtle compliant.

Mark Dodd: *Westin exteriors are basically perfect. The problem is the interior. They are working to resolve, but it is not an easy fix. With a four-story hotel on a beach you are going to have problems.*

Jones Hooks: *Lighting plans are approved by DNR.*

Craig Patterson: *Is the nesting beaches graphic available on Jekyll's website?*

Ben Carswell: *No, not yet because it is not finalized. Will be updated annually before each season based on 10 years of data.*

Mason Stewart: *I travelled up and down the coast and talked with people who want totally dark beaches. I've found that residents and guests are driving this. People are asking about it. I think it's a PR problem. Guests are on the side of the turtles, unless we create an us vs. them mentality.*

Kathryn Ridley: *With environmental education there are building blocks: First layer is awareness. We must build on that with knowledge and ways to take action. We appreciate the attention to detail. The expectation should be clear to all stakeholders. If they have things in place, visitors will make the right choice.*

Ben Carswell: *Thank you for your interest and care. We believe in continual improvement. This was good when passed. We believe we can make good things better.*

Beach Lighting Ordinance Public Comments

Name: Dave Curtis & Vance Hughes

Date & Time: 2020-04-03 14:40:59

Comment:

Lengthier comments have been shared with the Jekyll Island Authority in paper form, and via email, on April 3, 2020. Those complete comments have been summarized here.

April 3, 2020

Mr. C. Jones Hooks
Executive Director
Jekyll Island State Park Authority
100 James Road
Jekyll Island, GA 31527

Dear Mr. Hooks,

Thank you for the opportunity to review and provide public comment of the Draft Turtle Lighting Ordinance ("Draft Ordinance").

We agree that it is critically important to protect sea turtles on nesting beaches and to avoid degradation in sea turtle nesting habitats. Sea turtles are one of the most precious treasures of the golden isles. Being endangered, it is vital that all of us do our part to protect them and help them thrive. We are committed to continuing to be responsible members of the community.

After a review of the Draft Ordinance, we have provided suggested revisions and accompanying commentary, which we believe would clarify and enhance the document. As currently written, the Draft Ordinance is nearly impossible to comply with. Our suggestions are designed to improve compliance, while also achieving our mutually-shared goal of protecting sea turtles.

We thank you for your continued focus on protecting our sea turtles, and for the opportunity to review and comment.

Sincerely,

David W. Curtis & Vance Hughes

On behalf of:
Jekyll Ocean Front Hotel LLC
JIDB Oceanfront Hotel LLC

****Below are proposed changes, along with a description of those changes.****

Sec. 10-78 – Definitions

Lines 16-20, Proposed Verbiage:

Directly Illuminated means an area illuminated by the point source of light emitted by the glowing elements, lamps, globes or reflectors of an artificial light source, which is directly visible to an observer on the beach.

Lines 16-20, Commentary:

The suggested change narrows the area directly illuminated to the specific area where the point source itself is directly visible, as is intended. This provides clarity, in order to differentiate between "direct" and "indirect" illumination. As currently written, "area illuminated as a result of glowing elements, lamps, globes or reflectors" implies all illumination.

Lines 34-36, Proposed Verbiage:

Indirectly illuminated means an area illuminated as a result of the glowing elements, lamps, globes or reflectors of an artificial light source, where the glowing element of the source is not directly visible to an observer on the beach.

Lines 34-36, Commentary:

The distinction between direct and indirect illumination is reinforced by insertion of "where the glowing element of the source is not directly visible."

Sec. 10-80 – Prohibition of beachfront artificial lighting

Lines 79-84, Proposed Verbiage:

It shall be unlawful for a person to allow artificial light to directly, indirectly, or cumulatively illuminate the nesting beaches of Jekyll Island, including frontal dunes, during nighttime throughout the sea turtle nesting season, unless such lighting complies with one or more of the applicable standards set forth in sections 10-81 and 10-82.

Lines 79-84, Commentary:

The suggested insertion of "one or more of the applicable" standards is intended to confirm that persons are required to comply with the standards that are applicable to the light sources for which they are responsible.

Sec. 10-81 – Standards for Permitted beachfront artificial lighting on nesting beaches

Lines 87-179, Proposed Verbiage:

Beachfront artificial lighting is permitted on nesting beaches during the sea turtle nesting season at nighttime under the following conditions:

(Note: Item 1 is stricken. Item 2 becomes Item 1, and so on down the line.)

- (1) One or more measures are used to eliminate where practicable, or otherwise to minimize direct, indirect and cumulative beach illumination resulting from the interior light emanating from doors and windows that can be seen by an observer on the beach including the following:
 - a. Position lamps and other moveable light fixtures away from windows;
 - b. Use window treatments to shield interior lights from the beach, and, provide educational information and notices during the nesting season, that encourage occupants to draw operable coverings each night; and to turn off unnecessary lights when curtains are open;
 - c. Use light fixtures where practicable that are designed and oriented to prevent, or otherwise minimize direct illumination of the beach by the point source of light, such as the bulb, florescent tube, or diode, or any mirrored reflective surface of the fixture.

- (2) Exterior artificial light fixtures that can be seen by an observer on the beach shall be designed and oriented such that:
 - a. The point source of light, such as the bulb, florescent tube, or diode, or any mirrored reflective surface of the light fixture is not directly visible from the beach;
 - b. Fixtures are completely shielded by an opaque material blocking direct view of bulbs or diodes from the beach;
 - c. Fixtures project light in a downward direction only

- (3) Exterior artificial light fixtures which are prohibited from producing light that can be seen by an observer on the beach, except for indirect or cumulative illumination that complies with conditions set forth in this subsection and subsection (4) of this section, include the following:
 - a. Lighting that is decorative in purpose and intent;
 - b. Any light fixture that projects light in an upward direction;
 - c. Any light fixture that directly illuminates vegetation, buildings, trees, or other objects, which direct illumination can be seen by an observer on the beach;
 - d. Dune crossover lights unless approved by the authority as necessary for safety or way finding;
 - e. Tree mounted lights placed higher than fifteen (15) feet above the ground surface.

- (4) (Note: No Change)
- (5) (Note: No Change)

- (6) Private balcony lights that can be seen by an observer on the beach may only be low-mounted, not to exceed the height of the railing around the balcony, with point source glowing elements that are fully-shielded from view from the beach, and produce light that does not directly or indirectly illuminate any surfaces, other than the associated balcony. Private balcony lights must comply with conditions set forth in subsection (4) of this section.

- (7) No Change
- (8) No Change
- (9) No Change
- (10) No Change
- (11) No Change
- (12) No Change
- (13) No Change

Lines 87-179, Commentary:

These suggested changes to the enumerated conditions are intended to continue and improve efforts to protect nesting beaches from degradation and adverse effects of artificial lighting. First, condition (1) should be deleted as it mirrors the prohibition of all lighting on the beach in the previous section and does not provide any practicable measures that would allow some level of continued beachfront lighting. Compliance with this condition as drafted requires elimination of all illumination. It is unlikely that total prohibition was intended by the drafters as they provided 13 additional conditions for management of illumination. Moreover, elimination of virtually all lighting is not necessary as many years of scientific data collected by the Georgia Sea Turtle Center confirm that Jekyll Nesting Beaches largely achieve the Purpose and Intent of the Lighting Ordinance.

Assuming that condition (1) will be deleted, the remaining conditions are renumbered in the Redline. For newly numbered condition (1) the suggested changes include that the measures “are used to eliminate where practicable, or otherwise to minimize direct, indirect and cumulative beach illumination resulting from interior light emanating from doors and windows....” This wording is somewhat more affirmative and recognizes that where elimination of light is not practicable, efforts to minimize illumination are expected. Changes suggested to measures dealing with positioning of lights, window treatments and education on closing of curtains are self-explanatory. A measure for eliminating beach illumination from interior lights where practicable, or to otherwise minimize light reaching the beach is suggested.

Suggested changes to new condition number (3) offers exceptions to the prohibition of certain exterior lights that are self-explanatory, including a reminder that exterior lights must comply with the turtle safe requirements in condition (4). Paragraph (c) should not prohibit all reflected indirect light that complies with subsection (4).

Sec. 10-85 – Noncompliance and enforcement

Lines 218-228, Proposed Verbiage:

(b) Each violation of any provision of this Article that occurs after receipt of written notice of violation and an opportunity to discuss and correct the violation may subject the person committing the violation to a fine up to \$500 plus costs, unless the person is substantially in compliance with an approved lighting plan and one or more of the applicable standards set forth in this Article. Each day that any such violation continues after receipt of a notice of violation and opportunity to discuss corrective action shall constitute a separate and distinct offense.

Lines 218-228, Commentary:

Suggested changes are intended to provide opportunities for collaboration to solve the problem, before punitive measures are taken. This provision appears to grant unusually broad discretionary authority to a judge to impose any and all penalties, and should be deleted or clarified so as not to imply the judge may exceed the \$500 penalty amount set in the ordinance. Finally, the provision that forbids JIA from issuing permits for improvements or expansions while alleged violations are unresolved should be deleted.

Name: Edward Weintraut

Date & Time: 2020-03-09 19:12:45

Comment:

I will not be able to attend this meeting, but I have a few questions and a revision of section 10-85 that I would like to see addressed. I'd like the ordinance to have more overt consequences for any violations:

- 1) Does this ordinance affect light fixtures that currently exist, or does it only pertain to fixtures that are about to be installed?
- 2) Are property owners responsible for the poor behavior of renters or guests? If so, would this place hotels or villas at a distinct disadvantage?
- 3) To whom are documentable violations of the ordinance to be addressed? Is there a form that needs to be filled out? How much time is allowed to elapse before a complaint is addressed and resolved?
- 4) Will violators and/or violations of the ordinance be publicly identified, perhaps as a regular point of interest for JIA meetings?

Proposed Revised Wording of Section 10-85, and Questions:

THE FIRST violation of any provision of this Article shall subject the person or organization committing the violation to a fine up to \$500 plus costs and any or all penalties to be imposed at the discretion of the judge (Who is the judge? A JIA member?!). WITH EACH SUBSEQUENT VIOLATION OF THIS ARTICLE THE AMOUNT OF THE FINE SHALL BE DOUBLED (i.e. SECOND OFFENSE, \$1000; THIRD OFFENSE, \$2000; FOURTH OFFENSE, \$4000; etc). Each day of any such violation shall constitute a separate and distinct offense (What does this last sentence mean?)

Name: Philip Khoury

Date & Time: 2020-03-05 18:21:55

Comment:

Is it possible to install a shield on the street lamp on Stewart Lane so the light doesn't go out to the dunes? In the current orientation, the light makes viewing of the night sky nearly impossible. Thank you, Phil Khoury

Name: Mr. and Mrs. R.D. Lang

Date & Time: 2020-03-05 14:09:54

Comment:

March 5, 2020

Jones Hooks, Executive Director
Ben Carswell, Conservation Director
Bob Kreuger, Chairman of Conservation Committee

RE: BEACH LIGHTING ORDINANCE REVISIONS

Dear Gentlemen,

What are you trying to hide or was it in error that the “new draft of revisions” to the ordinance that was put on the JIA website for public comment FAILED TO SHOW THE ORIGINAL ORDINANCE WITH THE REVISIONS (TEXT DELETED AND THE NEW LANGUAGE BEING ADDED)???

We are unable to see what has been changed.

Kindly post on the JIA website the current ordinance the "CHANGES BEING PROPOSED".

Is this too much to ask????

I quote Ben Carswell, JIA Director of Conservation
"Opportunities abound on Jekyll to establish and promote ecosystem values that better support the creatures that call our island home – those animals that share the landscape with us, and whose forbears shared it with Jekyll Island Club members and with Native Americans." Posted on April 30, 2019.

Sincerely,
Mr. and Mrs. R.D. Lang

Name: Pratibha Dabholkar

Date & Time: 2020-03-03 15:46:29

Comments:

Please do not change any part of the Beach Lighting Ordinance. It is written as it is in order to protect nesting sea-turtles. Do not defeat the purpose of good ordinances!

April 3, 2020

Mr. C. Jones Hooks
Executive Director
Jekyll Island State Park Authority
100 James Road
Jekyll Island, GA 31527

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We thank you for your continued focus on protecting our sea turtles, and for the opportunity to review and comment.

Sincerely,



David Curtis
On behalf of:
Jekyll Ocean Front Hotel LLC
JIDB Oceanfront Hotel LLC



Vance Hughes
On behalf of:
Jekyll Ocean Front Hotel LLC
JIDB Oceanfront Hotel LLC

1 **ARTICLE IV. - BEACH LIGHTING**

2
3 **Sec. 10-78. - Definitions.**

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

7 **Artificial Light or Artificial Lighting** means the light emanating from any
8 manufactured device.

9 **Beach** means the zone of sand from the low water mark of the ocean to the
10 landward toe of the frontal dune. In cases with no identifiable frontal dune, *beach* means
11 the zone of sand from the low-water mark of the ocean to the landward extent of
12 sparsely vegetated sand.

13 **Beachfront** means the area of land facing the beach.

14 **Cumulatively Illuminated** means illuminated by more than one artificial light
15 sources that collectively illuminate any portion of the beach.

16 **Directly Illuminated** means an area illuminated ~~as a result~~ by the point source of
17 light emitted by the glowing elements, lamps, globes or reflectors of an artificial light
18 source, which is directly visible to an observer on the beach.

19 **DNR** means the Georgia Department of Natural Resources – Wildlife Resources
20 Division which is responsible for conserving and protecting wildlife species, including
21 Sea Turtles.

22 **Dune** means a natural or manmade mound or bluff of sand deposited along a
23 coastline by wind action, which mounds are often covered with sparse, pioneer
24 vegetation and are located landward of the ordinary high-water mark and may extend to
25 the tree line.

26 **Frontal Dune** means the seaward-most dune on the nesting beach and which has
27 sufficient vegetation, height, continuity, and configuration to offer significant protective
28 value of landward areas.

29 **Ground-level Barrier** means any vegetation, natural feature or artificial structure
30 rising from the ground, which obstructs beachfront lighting from illuminating the beach-
31 dune system.

32 **Hatchling** means any species of marine turtle, within or outside of a nest, that has
33 recently hatched from an egg.

34 **Indirectly illuminated** means an area illuminated as a result of the glowing
35 elements, lamps, globes or reflectors of an artificial light source, ~~which~~ where the
36 glowing element of the source is not directly visible to an observer on the beach.

37 **Landward Toe** means the lowest elevation of the landward side of the frontal dune.

38 **Nest** means an area where sea turtle eggs have been naturally deposited or
39 subsequently relocated.

40 **Nesting Beach** means any beach capable of supporting sea turtle nests as
41 determined by available data or any beach location where natural changes or
42 engineered and permitted activities have created the potential for sea turtle nesting as
43 determined by DNR. The authority may post a map of each year's nesting beaches on
44 its website in advance of nesting season to identify the location of nesting beaches for
45 that year's nesting season in consultation with DNR.

46 **Nesting Season** means the period of time between May 1st and October 31st of
47 each year. The authority, in consultation with DNR, may declare an end to the period of
48 local regulation prior to October 31st of each year after the last remaining nest on Jekyll
49 Island has been inventoried pursuant to DNR's nesting protocols. Such a declaration
50 would only apply to the beaches of Jekyll Island and pertain to this ordinance
51 specifically.

52 **Nighttime** means the locally effective time period between sunset and sunrise.

53 **Nonnesting Beach** means any beach that is not a nesting beach.

54 **Person** means any individual, firm, association, joint venture, partnership, estate,
55 trust, syndicate, fiduciary, corporation, or other legal entity, and all other groups or
56 combinations thereof.

57 **Private Balcony** means a balcony or porch that is not considered a point of ingress
58 and egress in local building code.

59 **Sea (Marine) Turtle** means any marine-dwelling reptile of the families Cheloniidae
60 or Dermochelyidae found in state waters or using the beach as a nesting habitat,
61 including the following species: *Caretta caretta* (loggerhead), *Chelonia mydas* (green),
62 *Dermochelys coriacea* (leatherback), *Eretmochelys imbricata* (hawksbill), and

63 *Lepidochelys kempii* (Kemp's Ridley). For purposes of this ordinance, sea turtle is
64 synonymous with marine turtle.

65 **Tinted Glass** means any glass treated to achieve an industry-specified, inside-to-
66 outside light transmittance value of 45 percent or less. Such transmittance is limited to
67 the visible spectrum (400 to 700 nanometers) and is measured as the percentage of
68 light that is transmitted through the glass.

69

70 **Sec. 10-79. - Purpose and intent.**

71 This article is intended to protect sea turtles on nesting beaches by averting
72 adverse effects of artificial lighting during nesting season. Furthermore, this article is
73 intended to avoid degradation in sea turtle nesting habitat due to light pollution and
74 promote successful nesting activity and production of hatchlings.

75

76 **Sec. 10-80. - Prohibition of beachfront artificial lighting.**

77 It shall be unlawful for a person to allow artificial light to directly, indirectly, or
78 cumulatively illuminate the nesting beaches of Jekyll Island, including frontal dunes,
79 during nighttime throughout the sea turtle nesting season, unless such lighting
80 complies with one or more of the applicable standards set forth in sections 10-81
81 and 10-82.

82

83

84 **Sec. 10-81. - Standards for permitted beachfront artificial lighting on nesting
85 beaches.**

86 Beachfront artificial lighting is permitted on nesting beaches during the sea turtle
87 nesting season at nighttime ~~only~~ under the following conditions:

88 ~~(1) All artificial light fixtures, whether exterior or interior, shall be designed and
89 positioned so that:~~

90 ~~a. The point source of light, such as the bulb, fluorescent tube, or diode, or
91 any mirrored reflective surface of the light fixture is not directly visible from
92 the beach;.~~

- 93 b. ~~The beach is not directly or indirectly illuminated; and~~
 94 c. ~~The beach is not cumulatively illuminated.~~

95 (12) ~~One or more of the following measures could be used as necessary are used to~~
 96 ~~eliminate where practicable, or otherwise to minimize~~ direct, indirect and
 97 cumulative beach illumination resulting from the interior light emanating from
 98 doors and windows that can be seen by an observer on the beach including
 99 the following:

- 100 a. ~~Rearrange~~Position lamps and other moveable light fixtures away from
 101 windows;
- 102 b. Use window treatments to shield interior lights from the beach, and,
 103 provide educational information and notices during the nesting season, that
 104 encourage occupants to draw operable coverings each night; or ~~and to turn~~
- 105 c. ~~Turn off unnecessary lights, when curtains are open;~~
- 106 c. Use light fixtures where practicable that are designed and oriented to
 107 prevent, or otherwise minimize direct illumination of the beach by the point source of
 108 light, such as the bulb, florescent tube, or diode, or any mirrored reflective surface of the
 109 fixture.

110 (23) ~~Exterior artificial light fixtures that can be seen by an observer on the beach~~
 111 ~~shall be designed and oriented such that:~~

- 112 a. ~~The point source of light, such as the bulb, florescent tube, or diode, or any~~
 113 ~~mirrored reflective surface of the light fixture is not directly visible from the~~
 114 ~~beach;~~
- 115 b. ~~Fixtures are completely shielded by an opaque material blocking direct view~~
 116 ~~of bulbs or diodes from the beach;~~
- 117 c. ~~Fixtures project light in a downward direction only.~~

118 (34) ~~Exterior artificial light fixtures which are prohibited from producing light that can~~
 119 ~~be seen by an observer on the beach, except for indirect or cumulative~~
 120 ~~illumination that complies with subject to conditions set forth in this subsection~~
 121 ~~and subsection (45) of this section, includee the following:~~

- 122 a. ~~Lighting that is decorative in purpose and intent;~~
 123 b. ~~Any light fixture that projects light in an upward direction;~~

- 124 c. Any light fixture that directly illuminates vegetation, buildings, trees, or other
125 objects, which direct illumination ~~that~~ can be seen by an observer on the
126 beach.
- 127 d. Dune crossover lights unless approved by the authority as necessary for
128 safety or way finding.
- 129 e. Tree mounted lights placed higher than fifteen (15) feet above the ground
130 surface.

131 (45) The only lamps/tubes/bulbs/diodes or other light sources that may be used in
132 exterior light fixtures producing light that can be seen by an observer on the
133 beach include:

- 134 a. Low-pressure sodium (LPS, 18 watts, 35 watts);
- 135 b. Amber or red LEDs producing light wavelengths not less than 560
136 nanometers);
- 137 c. Any lamp/bulb authorized by the DNR;
- 138 d. True red neon;
- 139 e. Other lighting sources that produce light wavelengths not less than 560nm.

140 (56) Exterior lights used expressly for safety or security purposes shall be limited to
141 the minimum number and configuration required to achieve their functional roles
142 and must comply with conditions set forth in this section. Motion detector
143 switches, that keep lights off except when approached and that switch lights on
144 for the minimum duration necessary for security and safety, are desirable.

145 (67) Private balcony lights that can be seen by an observer on the beach may only
146 be low-mounted, not to exceed the height of the railing around the balcony, with
147 point source glowing elements that are fully-shielded from view from the beach,
148 and produce light that does not directly or indirectly illuminate any surfaces,
149 other than the associated balcony, ~~that can be seen by an observer on the~~
150 ~~beach~~. Private balcony lights must comply with the conditions set forth in
151 subsection set forth in (4-) of this section.

152 (78) Lamps, bulbs, tubes, or diodes used to illuminate parking areas and roadways
153 must comply with conditions set forth in this section when producing light that
154 can be seen by an observer on the beach.

155 (89) Parking area and roadways, including any paved or unpaved areas upon which
156 motorized vehicles will park or operate, shall be designed and located to
157 minimize vehicular headlights from directly or indirectly illuminating the beach.

158 (940) Vehicular lighting, parking area lighting, and roadway lighting shall be shielded
159 from the beach through the use of ground-level barriers. Ground-level barriers
160 must not interfere with marine turtle nesting or hatchling emergence.

161 (1044) Swimming pool and pool deck lights shall be turned off when the pool is
162 closed, unless required for safety and security. Swimming pool deck lights must
163 comply with conditions set forth in this section. Underwater swimming pool
164 lights shall be designed and installed so as to avoid illuminating any buildings,
165 trees, or other objects that can be seen by an observer on the beach. If
166 avoidance of such illumination is not possible, then the wavelengths emitted by
167 the underwater pool lights shall not be less than 560nm. Swimming pool owners
168 are encouraged to seek a variance from the Glynn County Department of Public
169 Health in order to conform to these standards.

170 (112) Tinted glass shall be installed on all windows and glass doors of single or
171 multistory structures constructed within line-of-sight of the beach.

172 (123) Temporary lighting of construction sites that can be seen by an observer
173 on the beach during the sea turtle nesting season must comply with conditions
174 set forth in this section.

175 (134) Prior to beachfront construction or renovation of any beachfront structure
176 or facility, the lighting plan for the subject parcel, including during the
177 construction phase, must be approved by the authority and the DNR Sea Turtle
178 Biologist (primary), State Herpetologist (secondary), or other staff as assigned
179 by DNR.

181 **Sec. 10-82. - Standards for permitted beachfront lighting on nonnesting beaches.**

182 Beachfront artificial lighting is permitted on nonnesting beaches during the sea turtle
183 nesting season at nighttime, except such lighting is prohibited when it can be seen by
184 an observer on any nesting beach. When artificial lighting can be seen by an observer
185 on a nesting beach, all such artificial lighting must comply with conditions in subsections

186 (1) through (1301) of the standards set forth in section 10-81 concerning nesting
187 beaches.

188

189 **Sec. 10-83. - Prohibition of certain beach activities utilizing artificial lights and**
190 **lighting affecting sea turtles.**

191 The following activities involving direct illumination of the beach are prohibited on
192 nesting beaches, dunes, and frontal dunes at nighttime during the sea turtle nesting
193 season for protection of nesting female sea turtles, nests, and hatchlings:

194 (1) The operation of all motorized vehicles or motorized machines, except for those
195 vehicles that are necessary for authorized public safety, law enforcement, or
196 protected-wildlife related activities. Authorized vehicles operating on the beach
197 on a routine, non-emergency, basis must be equipped with forward facing
198 lights, sufficiently bright for safe operation, producing light wavelengths not less
199 than 560nm.

200 (2) Any source of open flame except hand held lighters.

201 (3) The use of lanterns, flashlights, or any other portable light source except those
202 producing light wavelengths not less than 560nm.

203 (4) The use of fireworks unless approved by the authority and properly permitted
204 under state and local law.

205

206 **Sec. 10-84. - Variances.**

207 (a) Requests for variances to this article must be presented in writing to the
208 authority. Such requests must state the rationale and must show how failure to
209 receive a variance will cause an undue hardship on the requestor.

210 (b) The authority will confer with the DNR regarding any variance requested and
211 shall respond in writing to each request subsequent to said consultation within
212 ten days, unless DNR or the authority requests additional time for study, in
213 which case the requestor shall be notified.

214

215 **Sec. 10-85. - Noncompliance and enforcement.**

216 (a) The authority shall have the power to enforce the provisions of this article by
217 all legal or administrative means.

218 (b) Each violation of any provision of this Article that occurs after receipt of written
219 notice of violation and an opportunity to discuss and correct the violation
220 may shall subject the person committing the violation to a fine up to \$500 plus
221 costs, unless the person is substantially in compliance with an approved
222 lighting plan and one or more of the applicable standards set forth in this
223 Article, and to any or all penalties to be imposed at the discretion of the judge.
224 Each day of that any such violation continues after receipt of a notice of
225 violation and opportunity to discuss corrective action shall constitute a
226 separate and distinct offense.

227 ~~No permit may be issued by the Authority to improve or expand any facility that~~
228 ~~is in violation of this ordinance unless such violation has been corrected.~~

229

230

Explanation of Suggested Revisions to the JIA Beach Lighting Ordinance

Sec. 10-78 – Definitions

Lines 16-20

Directly Illuminated

The suggested change narrows the area directly illuminated to the specific area where the point source itself is directly visible, as is intended. This provides clarity, in order to differentiate between “direct” and “indirect” illumination. As currently written, “area illuminated as a result of glowing elements, lamps, globes or reflectors” implies all illumination.

Lines 34-36

Indirectly Illuminated

The distinction between direct and indirect illumination is reinforced by insertion of “where the glowing element of the source is not directly visible.”

Sec. 10-80 – Prohibition of beachfront artificial lighting

Lines 79-84

Prohibition of beachfront artificial lighting

The suggested insertion of “one or more of the applicable” standards is intended to confirm that persons are required to comply with the standards that are applicable to the light sources for which they are responsible.

Sec. 10-81 – Standards for Permitted beachfront artificial lighting on nesting beaches

Lines 87-97

Standards for permitted beachfront artificial lighting on nesting beaches

These suggested changes to the enumerated conditions are intended to continue and improve efforts to protect nesting beaches from degradation and adverse effects of artificial lighting. First, condition (1) should be deleted as it mirrors the prohibition of all lighting on the beach in the previous section and does not provide any practicable measures that would allow some level of continued beachfront lighting. Compliance with this condition as drafted requires elimination of all illumination. It is unlikely that total prohibition was intended by the drafters as they provided 13 additional conditions for management of illumination. Moreover, elimination of virtually all lighting is not necessary, as many years of scientific data collected by the Georgia Sea Turtle Center confirm that Jekyll Nesting Beaches largely achieve the Purpose and Intent of the Lighting Ordinance.

Assuming that condition (1) will be deleted, the remaining conditions are renumbered in the Redline. For newly numbered condition (1) the suggested changes include that the measures “are used to eliminate where practicable, or otherwise to minimize direct, indirect and cumulative beach illumination resulting from interior light emanating from doors and windows...”. This wording is somewhat more affirmative and recognizes that where elimination of light is not practicable, efforts to minimize illumination are expected. Changes suggested to measures dealing with positioning of lights, window treatments and education on closing of curtains are

self-explanatory. A measure for eliminating beach illumination from interior lights where practicable, or to otherwise minimize light reaching the beach is suggested.

Suggested changes to new condition number (3) offers exceptions to the prohibition of certain exterior lights that are self explanatory, including a reminder that exterior lights must comply with the turtle safe requirements in condition (4). Paragraph (c) should not prohibit all reflected indirect light that complies with subsection (4).

Sec. 10-85

Lines 224 – 234

Noncompliance and enforcement

Suggested changes are intended to provide opportunities for collaboration to solve the problem, before punitive measures are taken. This provision appears to grant unusually broad discretionary authority to a judge to impose any and all penalties, and should be deleted or clarified so as not to imply the judge may exceed the \$500 penalty amount set in the ordinance. Finally, the provision that forbids JIA from issuing permits for improvements or expansions while alleged violations are unresolved should be deleted.

Jekyll Island Authority
Beach Lighting Ordinance Public Comments
4/24/2020 to Closing on 5/7/2020

4/24/2020 9:39

Aileen

Dodge

912-602-2564

fedcop1984@gmail.com

This ordinance is long overdue. Bravo JIA.

4/26/2020 13:25

Don

Ramsey

912-232-6423

DRamsey@LaskyCooperLaw.com

It will not download

5/7/2020 13:34

Vance

Hughes

912-571-0750

vancehughes.vha@verizon.net

Our comments on Lighting Ordinance were submitted 5-7-2020 by email as could not figure out how to copy into this feedback system. Please confirm receipt by phone or email. Thank you

--From Email on 5/7/2020--

To: Melissa Cruthirds, Ben Carswell

Cc: Jones Hooks

RE: Follow Up Comments on Proposed Beach Lighting Ordinance

Date: May 7, 2020

From: Vance Hughes and Dave Curtis

Several attentive guardians of Jekyll Island construe the current and the proposed ordinances as requiring elimination of all artificial light that is visible to the human eye from the nesting beach. Absent a few key changes, the ordinance will continue to foster misunderstandings, and invite unnecessary overregulation of persons responsible for beachfront lighting. We have discussed this previously and submitted a Redline of suggested changes to the JIA Proposed Ordinance. (If you have difficulty locating the previously submitted Redline, let me know. There is one additional suggestion regarding pool lights in last paragraph of this submission.)

As was provided in the current ordinance (2009), proposed Sec. 10-80 continues to establish that allowing direct, indirect and cumulative illumination of nesting beaches is unlawful. JIA and DNR have proposed addition of qualifying language providing “unless such lighting complies with the standards set forth in sections 10-81 and 10-82.” That new text clearly recognizes that there are circumstances in which some light can be allowed. Moreover, not only does that text provide that some illumination may be acceptable, Sec. 10-81 commences with the promise that “...artificial lighting is permitted...only under the following conditions...”

The structural incongruity in the current ordinance would seem to be corrected by the addition of explicit language structured to allow some lighting, albeit limited. Introduction of those phrases appears to confirm that JIA and DNR agree that some amount of light is tolerable. However, the very first “following condition” restores the ambiguity by totally prohibiting all illumination visible from the beach. Condition (1) comprehensively bans all illumination by succinctly requiring that “[a]ll artificial light fixtures, whether exterior or interior, shall be designed and positioned so that: (a) The point source of light...is not directly visible from the beach;...(b) The beach is not directly or indirectly illuminated; and (c) The beach is not cumulatively illuminated.” There is little room for doubt: Illumination from artificial exterior or interior fixtures is not allowed by that language, which is largely a verbatim restatement of the Sec. 10-80 prohibition of all beach illumination.

We again urge JIA simply to delete repetitious condition (1), and modify a few of the remaining thirteen (13) conditions as suggested in the Redline. Those suggested changes speak for themselves.

It is worth noting that several of our suggestions are borrowed from the 2009 Florida Model Ordinance (which appears to be the sources for much of the JIA ordinance), and from several local Florida ordinances. For example, the Model Standards called for elimination of illumination, but then provided ten measures “to reduce or eliminate the negative effects of existing exterior artificial lighting.” 62B-55.007(2)(a-j). It also provided “measures...to reduce or eliminate the negative effects of interior light emanating from doors and windows within line-of-sight of the beach....” (3)(a-d).

Several Florida local ordinances follow the structure and wording of the Model regarding the goal of eliminating illumination, while explicitly authorizing measures to “reduce,” “reduce the negative effects of” or “minimize” illumination where elimination is not “practicable,” or is “impracticable.” See, e.g., Panama City Beach (2009), St. Johns County and Atlantic Beach (2017). In that respect those examples explicitly allow some light where elimination is not “practicable.” (Note: in some other respects they are less clear than language JIA has included in the Proposed Ordinance.)

For example, assuming JIA deletes the misplaced first condition, we suggest modifying the second condition which provides measures that “could be used” to require that “one or more measures are used to eliminate where practicable, or otherwise to minimize direct, indirect and cumulative beach illumination resulting from interior light....” Focusing collaboration on methods for eliminating or minimizing illumination using the test of “practicability” should provide realistic solutions as the term means “able to be done or put into practice successfully.” We also suggested addition to the measures of a requirement for “educational information and notices” that should encourage guests to make use of available means of eliminating, or at least minimizing, external illumination emanating from their rooms.

We are particularly uncertain and therefore concerned about what condition (4)c is intended to prohibit. We suggested one way to clarify that (4)c is intended to prohibit visibility of the direct illumination from the point source of a fixture,

rather than prohibiting indirect or cumulative light that is reflected from illuminated objects including vegetation, buildings or trees.

Finally, we suggest one additional change that was not included in the previously submitted Redline. Please revise the condition (11) requirement to use underwater pool lights with wavelength of not less than 560 nm where avoidance of illumination of buildings, trees or other objects is “not practicable” rather than “not possible,” as “possible” often proves to be a difficulty standard to apply in contrast to practicable. See condition 2 discussion of practicable above.

The Jekyll Island State Park Authority (JIA) and Committees met in Public Session on Tuesday, April 21, 2020 in a digital meeting via conference call broadcast to the public via YouTube.

Members Present: Joseph B. Wilkinson, Jr., Chairman
Bob Krueger, Vice Chairman
Bill Gross, Secretary/Treasurer
Trip Tollison
Joy Burch-Meeks
Buster Evans
Mark Williams
Glen Willard
Dale Atkinson

Key Staff Present: Jones Hooks, Executive Director
Marjorie Johnson, Chief Accounting Officer
Jenna Johnson, Human Resources Director
Kate Harris, Marketing Director
Melissa Cruthirds, General Counsel
Benjamin Carswell, Director of Conservation
Noel Jensen, Chief Operations Officer
Michelle Webb, Executive Assistant

Various members of the public, JIA staff, and press listened live via broadcast on YouTube.

Michelle Webb, Executive Assistant acted as moderator for the digital meeting and read the introduction the meeting for Board Members and public. The roll was called, and all members except Mr. Bill Gross answered they were in attendance. Chairman Wilkinson called the committee sessions to order, introduced those participating via teleconference, and a quorum was established.

I. Historic Preservation/Conservation Committee

There was no report.

II. Finance Committee

Mr. Gross was not available on the call, so the Finance Committee was moved to follow the conclusion of the Marking Committee and before the Committee of the Whole.

III. Human Resources Committee

- A.) The Contagious Conditions Policy was introduced by Jenna Johnson, the Human Resources Director who presented to the Board of Directors Staff recommended adoption of this policy. Following her presentation, Dr. Evans recommended and made a motion to adopt the Contagious Conditions Policy as recommend by staff. The motion was seconded by Mr. Krueger. The Committee unanimously voted to approve the Contagious Disease Policy.

There were no public comments

IV. Marketing Committee

A.) Ms. Burch-Meeks introduced Senior Marketing Director, Kate Harris. Ms. Harris reviewed with the Board the information presented in the packet about how JIA has been adapting to the current Covid-19 crisis with the JIA web site, the Travel Updates page, the Business Resources page, Facebook focuses, Virtual Escape videos, the Georgia Sea Turtle Center Scute School, and a Group Sales update.

There were no questions or comments from the Board or the public.

I. Legislative Committee

There was no report from the Legislative Committee.

II. Finance Committee

Mr. Gross apologized for the technical difficulties which had caused his attendance delay. Ms. Marjorie Johnson, Chief Accounting Officer then stated there had been two typographical errors on the published agenda; however, the summary information in the Board packet was correct. First, item D. had the amount of the grant incorrectly listed as \$1,452.331. The correct amount of the grant was \$1,452.31. Second, item E. had the amount of the grant incorrectly listed as \$1,726,54. The correct amount of the grant was \$1,726.54.

A.) Finance Committee Chair Bill Gross summarized the February and March Financials as presented in the published packet. Mr. Gross' summarization focused on the March numbers. The March reports showed significant drop in revenues due to the Covid-19 virus impacts and closures. There were no questions from the board.

B.) The Fireworks Tax Grant of \$7,259 to Purchase Turn Out Gear for the Jekyll Island Fire Department was introduced by Marjorie Johnson, Chief Accounting Officer. This grant was received from the Georgia Firefighters Standards and Training Council. This was a matching grant, requiring JIA funds. Staff recommended approval of this grant. Commission Williams moved to accept the grant funding of \$7,259. The motion was seconded by Mr. Krueger. The motion was unanimously approved.

C.) The Firewise Grant of \$5,000 to Jekyll Island Fire Department was introduced by Marjorie Johnson, Chief Accounting Officer. Jekyll Island has been a Firewise community since 2009 and was recently notified that they had been awarded a Community Hazard Mitigating Grant. The funds will be used for both maintenance projects and a forestry mulcher machine. Staff recommended the acceptance of the grant. Mr. Krueger moved to accept the Firewise Grant of \$5,000 to Jekyll Island Fire Department. Mr. Tollison seconded the motion. The motion was unanimously approved.

D.) Georgia Trauma Commission Grant, Round 1 of \$1,452.31 to the Jekyll Island Fire Department was also introduced by Marjorie Johnson, Chief Accounting Officer. This was an Emergency Medical Services trauma related equipment grant with no matching funds required. These grant funds would purchase mounting equipment and keyboards for tablets used to make reports in the field. Staff recommended acceptance of this grant. The motion to accept the Georgia Trauma Commission Grant, Round 1 of \$1,452.31 was made by Mr. Tollison and seconded by Mr. Krueger. The motion was unanimously approved.

E.) Georgia Trauma Commission Grant, Round 2 of \$1,726.54 to the Jekyll Island Fire Department was also introduced by Marjorie Johnson, Chief Accounting Officer. The Jekyll Island Fire Department was recently notified of a second Trauma Commission grant which was based on the number of ambulances in the department. A list of pre-approved equipment was provided to choose from up to the amount of the grant. Staff recommended acceptance of this grant. Mr. Evans made the motion to accept the Georgia Trauma Commission Grant, Round 2 of \$1,726.54 to the Jekyll Island Fire Department. Mr. Willard seconded the motion. The motion was unanimously approved.

There was no public comment.

VI. Committee of the Whole

A.) First Reading of #O-2020-1, Prosecution of Ordinances was introduced by Melissa Cruthirds, General Counsel. The ordinance, if approved, would give the newly hired full-time code enforcement officer the ability to write citations. Additionally, the Georgia Code method of service for violations concerning real property has been copied into the ordinance. Finally, a correction of wording from “Jekyll island Authority Association” to delete the word “Association” was included in the ordinance.

As a first reading, no Board action was required. There were no questions or comments from the Board.

B.) First Reading, as revised of #O-2020-2, Proposed Revisions to the Jekyll Island Beach Lighting Ordinance was introduced by Melissa Cruthirds. She stated that the original first reading took place in May of 2019. Mr. Carswell, Director of Conservation provided a summary of the ordinance to the Board. He stated the current ordinance, which was about 10 years old, regulates the level of lighting which is visible from sea turtle nesting beaches on Jekyll Island. This was important as sea turtles can be disorientated by artificial light, particularly in certain wavelengths. The newly proposed ordinance was created in conjunction with the State of Georgia Department of Natural Resources (DNR), lessons learned, a need to clarify ambiguities, and increase consistency. Since the original first reading of the ordinance, there had been significant and extensive work with DNR, as well as public comment, and official comment from stakeholder organizations. Mr. Carswell outlined the technical aspects of the extensive changes outlined in the packet. Ms. Cruthirds stated that a letter had been received from DNR which stated their agreement to the new proposed ordinance, which was included in the packet as well. She also outlined for the board the (post meeting) on-going opportunity for public comment.

During Board comments Commission Williams thanked Mr. Hooks, Mr. Carswell, and JIA staff for the collaboration on this ordinance.

As a first reading, no Board action was required. There were no Board questions or comments.

C.) Jekyll Harbor Marina Sale – Consideration of Right of First Refusal was also introduced by Melissa Cruthirds. She clarified this was the harbor marina on the south of the island. Jekyll Island Authority had received a letter from the current owners of the Jekyll Harbor Marina, David Blue and Charles Commander that they have received an offer to purchase property by Zachary and Stephanie Gilbert for \$3,050,000. The current lease will expire in 2056 and provides the Jekyll Island Authority the right of first refusal to purchase the property at the same sales price, terms, and conditions as the offer. Mr.

Hooks recommended the board not exercise their right to purchase the property. His recommendation was based on the JIA's historical lack of interest in operations that could be more efficiently run by the private sector and the current economic climate not being conducive to such a financial outlay by the Authority. During Board comments, Mr. Krueger stated that he agreed with Mr. Hooks comments. He felt the Marina should stay in the private sector. Mr. Gross, Mr. Tollison, Dr. Evans, Commissioner Williams, and Mr. Willard also agreed. Mr. Atkins agreed that JIA should not purchase the Marina, however, he wondered if the Marina might be sold for more than the current amount.

Ms. Cruthirds noted that this item would come before the board again for the assignment and assumption of the lease.

Mr. Tollison moved to decline the authority's right to purchase the Jekyll Island marina as recommended by the executive director and have the Jekyll Island Authority General Counsel communicate the board's decision to the Jekyll Island Harbor Marina. The motion was seconded by Mr. Willard. The motion was unanimously approved.

D.) COVID-19 Update and Response was introduced by Mr. Hooks. He discussed the general impacts of the COVID-19 crisis including infections, traffic counts, and financials impacts.

1. Mr. Hooks discussed the traffic counts included in the packet. Counts showed a significant decrease in traffic, and therefore a decrease in funds from the gate.
2. Financial Forecasting was discussed by Ms. Marjorie Johnson, which was shown on page 88 of the packet. She highlighted the significant financial losses. However, due to the excellent year to date, the loss was able to be absorbed without tapping reserves. Mr. Hooks then informed the board about the extensive cost saving measures the Authority had put in place, such as postponing contracts, cutting expenditures wherever possible, and reduction of payroll costs. He warned that when facilities open back up, there will be a lag in revenues. The Convention Center had been rescheduling as much business as possible to dates in the future.
3. Public facing aspects were covered by Mr. Jensen who stated the Federal Emergency Management Agency (FEMA) had declared the COVID-19 pandemic a FEMA covered event. JIA had applied and received approval to have certain monies related to the crisis refunded. He stated that they had spent over \$20,000 in materials such as sanitization and signage. He anticipated the first refund would be seen at the end of April. A second round of funding may be available in May. Measures taken include education signage shown in the packet, plexiglass on customer counters, and some public facilities closure including several bathrooms. One of these purchases were five Ecolab cleaning machines. 75% of the cost of these machines will be FEMA reimbursed and possibly more by the Governor's Emergency Fund. The Ecolab machines were touch free cleaning machines, that with the registered and certified cleaner kills viruses, including COVID-19 in two minutes. Staff was trained by Ecolab and these were now being used in public restrooms, the campground, the convention center. A machine was ready to be used at Summer Waves.

4. JIA Employees were covered by Ms. Jenna Johnson. She stated that the financial impacts of COVID-19 led to a reduction of hours and staffing with the authority. In the first week of the crisis, there was no official furlough, there had been a reduction of hours due to low visitation. Some part time staff were nervous or unable to work due to various reasons, such as underlying health conditions/concerns. The official furlough started on April 3rd. She reviewed the statistics on page 95 of the packet. She then discussed the unemployment benefits available to employees and the availability of teleworking for some employees. She finished her presentation with a warning that the financial impact of furloughs will be delayed due to timing of payroll periods.

Chairman Wilkinson thanked the staff for their work and stated how proud he was of the organization.

E.) The Consideration of Covid-19 Commercial Lease Relief Recommendations was introduced by Mr. Hooks. He stated the JIA wished to be a good partner with businesses and commercial partners. However, this desire had to be balanced with the Authority's mandate to be financially self-supporting. Mr. Hooks reviewed the budget documents available in the appendix of the packet. He discussed the differences in the leases on Jekyll Island and the factors the administration had considered when looking at lease relief. He then discussed the specific businesses and requests of those businesses who had inquired about relief. Mr. Hooks stated that the 10-day grace period for payment had already been extended an additional 10 days, which was the limits the administration could do without board action. The staff recommendation as included in the packet was reviewed. Mr. Hooks felt that these recommendations should be helpful for providing relief but would not severely impact JIA's operational budget at this time. Mr. Krueger made the motion to accept the recommended relief for Jekyll Island Authority lessees as found in the board packet and is recommended by staff. The motion was seconded by Mr. Tollison.

During board comments, Chairman Wilkinson stated he believed the "the street runs both ways" and that JIA was working to take care of all involved and attend the duty to Jekyll Island. Mr. Krueger also pointed out there was no relief avenue for financial relief for the Authority, like there was for small business. However, he felt this was a comprehensive away of helping the Authorities private partners. Mr. Tollison thanked Mr. Hooks and the staff for their work during these trying times. Ms. Burch-Meeks agreed, and this recommendation seemed fair. Mr. Willard agreed with the Chairman and stated that one of his landlords took a similar action for their lessees.

The motion passed unanimously.

F.) Golf Course Master Plan was introduced by Mr. Hooks who reminded the Board that this was only a presentation and no Board action was requested on this matter today. He also reminded the public that there was no additional public work session scheduled due to the Covid-19 situation. Mr. Hooks then presented Mr. Vincent to make the presentation.

Mr. Vincent reviewed the presentation, slide by slide as presented in the packet. He gave particular emphasis to the changes that had been made since the last presentation to the Board.

Following the presentation, Mr. Hooks stated that the Golf Course Master Plan presentation would be placed on the website following the meeting and would be open for public comment till May 7th with a public session to be scheduled in the future following the Covid-19 situation. There were no Board comments.

The floor was then opened for public comments. Ms. Webb read 11 public comments (one of which was a duplicate) received by email into the record. A full copy of the public comments received for this meeting is attached as an appendix to these minutes.

The Jekyll Island State Park Authority (JIA) Board Meeting
April 21, 2020

Mr. Tollison made a motion that the board adopt all eight items of the Board Meeting Action Items with one vote. There was some discussion, but the motion died from a lack of a second.

1. Mr. Krueger moved to approve the minutes of the February 18, 2020 Board Meeting as presented. The motion was seconded by Mr. Gross.

In discussion, Ms. Cruthirds stated that it was allowable in the Board's by-laws that roll call vote could be abdicated for a presumed vote of "yea" unless an objection was heard. The Chairman agreed. The minutes of the February 18, 2020 Board meeting were approved without objection.

Finance Committee:

2. The Fireworks Tax Grant of \$7,259 to purchase turn out gear for the Jekyll Island Fire Department was presented with no discussion. The committee recommendation to approve the grant passed with no objections.
3. The Firewise Grant of \$5,000 to Jekyll Island Fire Department committee recommendation was also presented without discussion. The grant was approved without objections.
4. The Georgia Trauma Commission Grant, Round 1 of \$1,452.31 to the Jekyll Island Fire Department committee recommendation was presented. The amount of the grant was clarified. There was no further discussion. The grant was accepted with no objection.
5. Georgia Trauma Commission Grant, Round 2 of \$1,726.54 to the Jekyll Island Fire Department committee recommendation was presented. The amount of the grant was clarified. There was no further discussion. The grant was accepted with no objection

Human Resource Committee:

6. Contagious Conditions Policy committee recommendation for adoption was presented. There was no discussion. The policy was adopted with no objection.

Committee of the Whole:

-
7. Jekyll Harbor Marina Sale, committee recommendation to decline the Right of First Refusal was presented. There was no discussion. The committee recommendation was adopted with no objection.

 8. Covid-19 Commercial Lease Relief Recommendations from staff and Committee were presented. There was no discussion. The recommendation was adopted without objection.

The motion to adjourn was made by Mr. Gross and was seconded by Ms. Burch-Meeks. There was no objection. The meeting adjourned at 12:29 p.m.

Michelle Webb

From: Robert Byrd <robertbyrd@yahoo.com>
Sent: Monday, April 20, 2020 8:17 PM
To: Michelle Webb
Subject: Submitted Public Comment: JIA 4/21

Categories: Orange category

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.

Hello! Thanks for the opportunity to submit public comment at the JIA meeting. My comment (under three minutes!) is below. Thank you!

-Robert Byrd

* * * * *

RE: "Golf Master Plan Update"

Good morning, this comment is from Robert Byrd. I'm a Jekyll homeowner, resident and golfer.

The "Golf Master Plan" presented today isn't a golf course plan. It's a development plan to take land from golf courses. And as presented, I believe it would be both a great mistake, and a lost opportunity, for the JIA.

The segment of the golf industry that has grown strongest in recent years is premium quality public play. Several of the top destination courses in America, such as Torrey Pines and Bethpage Black, are actually municipal or state park courses.

The irony here ... is that the Authority is sitting on 63 scenic holes of island golf, just ready for some TLC. The plan presented today concedes that Jekyll golf has been in real need of maintenance and marketing. So of course "rounds played" are dropping: Playing conditions are getting worse, and promotion is nonexistent.

Yet instead of taking steps to improve and market the courses as a great golf resort, we get a plan to bulldoze existing course land for hotel rooms and -- oddly -- a nursing home.

There are several flaws in this plan. A pitch-and-putt will not make a world-class golf resort. Reducing the resort to two 18s hampers the ability to attract tournaments and rotate for maintenance. Great Dunes is getting bolted onto a mismatched nine ... while Indian Mound turns into another nine? This makes little sense.

But there's one more problem.

Today's meeting is taking place "virtually" ... because of a pandemic that has plunged the nation into recession. Instead of sinking untold millions into construction projects that this state park does not want or need ... wouldn't this be a good time to try investing in what you have? To try making our courses what they could be?

Fix the courses. Invest in real marketing. At least try it for a couple of years, before you destroy what was once -- and could be again -- one of the South's top golf destinations.

Michelle Webb

From: David Egan <degan1@bellsouth.net>
Sent: Monday, April 20, 2020 9:21 PM
To: Michelle Webb
Cc: David Egan
Subject: Comments for Committee of the Whole

Categories: Orange category

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.

To the JIA board and executive staff,

These comments are submitted to you to be entered into the public record at the April 21 JIA board meeting on behalf of the thousands of members of the Initiative to Protect Jekyll Island regarding the Vincent Golf Course Master Plan Proposal.

We look forward to the opportunity to comment further when the JIA holds their public meeting and comment period on this project which has the potential to fundamentally change the landscape of Jekyll Island. Hopefully, the interests and concerns of the citizens of Georgia who use and value Jekyll will be carefully considered by the JIA.

Page 18 of the Vincent proposal begins with “Five development areas that total 31.3 acres are all located within the ‘developable area’ of the 65/35 plan.” Since the 65/35 concept was eliminated with the 2014 Master Plan revision when the JIA went to a fixed acreage formula, it is inaccurate and confusing to refer to the “65/35 plan.” If the JIA feels the 65/35 reference could be helpful for those who might not be aware of the revision, the JIA/Vincent should provide a footnote explaining the 2014 revision and how it relates to the 65/35 concept.

Page 34 states: “Additional planning and design will be required at a more detailed level including archaeological evaluations. “ It would seem logical that the JIA should already have a detailed inventory of areas that could be home to significant archeological artifacts. This inventory should be consulted now to determine if the sites being proposed for development mentioned in the Vincent proposal are appropriate for development.

Page 18 calls for additional retail shops, but this would likely increase competition for the current number of shops, resulting in decreased profitability for the existing shops.

Thank you,
David and Mindy Egan
Co-directors, Initiative to Protect Jekyll Island

Michelle Webb

From: Catherine Ridley <catherine@onehundredmiles.org>
Sent: Tuesday, April 21, 2020 8:58 AM
To: Michelle Webb
Subject: Public comment - Beach Lighting Ordinance revision (

Categories: Orange category

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.

Hello,

Please accept these comments (below) for consideration during the Committee of the Whole / B. First Reading, as Revised - #O-2020-2, Proposed Revisions to the Jekyll Island Beach Lighting Ordinance.

Thank you,
Catherine

Catherine Ridley
VP, Education and Communications
SSI Sea Turtle Project Coordinator
One Hundred Miles
912-222-3140

Thank you for the opportunity to comment on the proposed changes to the Beach Lighting Ordinance.

On behalf of the staff, Board of Directors, and members of One Hundred Miles, we want to express our gratitude to both the Jekyll Island Authority and the Georgia DNR Wildlife Conservation Section for the time and effort your teams have devoted to this issue.

As you know from our previous public comments, One Hundred Miles had many concerns about the proposed revisions first presented in 2019. Based on the version presented to the public on March 12th, those concerns have now largely been addressed. We appreciate that the JIA took the community's feedback to heart following your initial drafts and that you went back to work collaboratively with DNR biologists. As a result, the public can have confidence that their voices were heard, and Jekyll will have an ordinance that protects nesting sea turtles and their hatchlings. Thank you.

Moving forward, for any future revisions to this ordinance or similar projects, we expect that this collaborative process with DNR biologists will be built in from the very beginning. And we hope that the same will be true for community partners, residents, and stakeholders. This dialogue over the past year has demonstrated the overwhelming value our coast has for sea turtles. If we expect our citizens to be active partners in our conservation efforts and to make responsible decisions to protect our wildlife, then we must give them tools to do so, including transparency and the opportunity to participate early and often.

In terms of the proposed revision, we are pleased to see that internal lights are now specifically referenced and that penalty options for violations are more clearly identified. In order to improve compliance, it is essential that this language is spelled out so that all stakeholders—including JIA staff, DNR biologists, hotel and business managers, concerned citizens, and advocacy organizations—interpret the ordinance the same way and understand what is expected.

We expect that now that you have the clearer language and multiple enforcement options you felt were missing from the existing ordinance, you will be able to more effectively enforce it and immediately address any violations that might occur. Despite a few successful nesting seasons in recent years, loggerhead sea turtles remain a threatened species. Their recovery requires that we all work cooperatively to reduce the serious problem of light pollution along our nesting beaches.

Again, thank you for your hard work and effort in getting this right. We support this revised draft and look forward to working with you towards its implementation and a successful 2020 sea turtle season.

Michelle Webb

From: Diane Shearer <djshearer6@gmail.com>
Sent: Tuesday, April 21, 2020 9:19 AM
To: Michelle Webb
Subject: Re: Comment

Categories: Orange category

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.

On Tue, Apr 21, 2020 at 9:06 AM Diane Shearer <djshearer6@gmail.com> wrote:

Jekyll needs more “passive recreation,” so I salute plans for expanded trails and creating a larger rookery in the amphitheater area. I do question the wisdom of 50 rental units backing up to a rookery. Are more rental units really needed? If they are built, it is certain they will generate more noise than the current golf practice area. Would a 100ft. buffer really be enough?

Salt marsh expansion and other changes that could help protect the island during storms and take into account sea level rise should definitely be part of any final plan.

Diane Shearer
1703 Kennersly Close
Tucker, GA 30084

Michelle Webb

From: JG Lowery <j.greg.lowery@gmail.com>
Sent: Tuesday, April 21, 2020 9:40 AM
To: Michelle Webb
Subject: Golf Course Master Plan

Categories: Orange category

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JG Lowery <j.greg.lowery@gmail.com>

to Mwebb



Thank you for creating the opportunity for public input on the new Golf Master Plan. Several years ago, during the Linger Longer partnership, I remember seeing some JIA workers digging on the Great Dunes course and checking for archaeological artifacts. As I recall, there was a change made in the proposed location of development because of their findings. Please do a thorough evaluation of the impact to historic and archaeological sites before proceeding with an alteration to the golf courses, or any further construction.

Rev. Greg Lowery
PO Box 251
Rentz, GA 31075



Virus-free. www.avast.com

Michelle Webb

From: Bev <pedalingal@yahoo.com>
Sent: Tuesday, April 21, 2020 10:08 AM
To: Michelle Webb
Subject: Comment for committee of the whole

Categories: Orange category

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From Beverly Hopkins, full-time residents

Thank you Jones, Noel and JIA staff for the efforts to follow the somewhat confusing state directives. I do not envy the patrols who attempt to enforce the social distancing and beach usage requirements. I do try to get out walking or bicycling so I see many people choosing to ignore the requirements. It is sad to see many car tags from outside of Glynn County, especially the past 2 Saturdays, indicating we have many visitors who are ignoring shelter in place. I was appalled to see the large congregation of muscle cars at the convention center the Saturday before Easter. The bike paths have been jammed the past 2 Saturdays, leading to a new safety issue of more bikes taking to the streets because social distancing on the narrow paths and bridges is impossible. I watched numerous people dining at the plastic Beach Village tables with no cleaning of those tables. Residents as a whole recognize the importance of tourists on Jekyll, however I feel sure the board is aware that Jekyll has 1 grocery and 1 gas station. That means our resident population that is trying hard not to travel even for grocery basics is sharing the limited space with visitors who are ignoring shelter in place. Jekyll has very limited options for grocery delivery, especially fresh food items, to residents. It is unreasonable to expect residents (many of whom fall into the higher risk category) to never leave their homes. I am aware of 2 confirmed COVID19 cases on Jekyll and a probable third. To say residents are nervous about reopening all lodging and businesses is an understatement.

Michelle Webb

From: Monica Andrae <islandjarvis04@gmail.com>
Sent: Tuesday, April 21, 2020 10:48 AM
To: Michelle Webb
Subject: Fwd: Public Comment: Question for Jekyll Meeting

Categories: Orange category

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.

Sent from my iPhone

Begin forwarded message:

From: Monica Andrae <islandjarvis04@gmail.com>
Date: April 21, 2020 at 9:21:26 AM EDT
Subject: Public Comment: Question for Jekyll Meeting

The Convention Center was said to have been closed however they've been putting out an email distribution advertising their kitchen is selling meals curbside/pickup while local restaurants have had to be closed or offer only carryout.

It's not profitable for some restaurants to stay open nor practical for some to be open. Why is the Jekyll Island Convention Center competing with the Jekyll Island Authority's tenants?

Sent from my iPhone

Michelle Webb

From: cjpdlp@bellsouth.net
Sent: Tuesday, April 21, 2020 11:17 AM
To: Michelle Webb
Subject: Online Meeting Availability

Categories: Orange category

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.

Thank you for making the meeting available to the public online.

Craig Patterson
Jekyll Island Citizens Association Board Member

Michelle Webb

From: David Egan <degan1@bellsouth.net>
Sent: Tuesday, April 21, 2020 11:40 AM
To: Michelle Webb
Subject: Golf Course Master Plan

Categories: Personal, Orange category

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.

Michelle,
Please add this to the comments we sent in. Together, they are under the three minute limit.

I'm listening to Mr. Vincent as he talks about "old courses that have outlived their time" to justify the new proposal. I kept help thinking about St. Andrews, Pebble Beach, Bethpage Black and Augusta. They are old courses, very old. Have they out lived their time and should be changed and an exciting marketing strategy be created for a new course in their place?

Thank you,
Mindy Egan

Michelle Webb

From: David Kyler <susdev@gate.net>
Sent: Tuesday, April 21, 2020 11:48 AM
To: Michelle Webb
Cc: Jones Hooks
Subject: Comments re Golf Master Plan - response appreciated

Categories: Orange category

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.

To the JIA Board:

Please consider these suggestions, comments, and questions re the Jekyll Island Authority Golf Master Plan. *A written response would be appreciated.*

- There should be narrative description in the Golf Master Plan summary that explains the characteristics and distinctions of each design “concept” – not just a tabular summary.
- How have golf-course revenues been used previously? What explains funding shortfalls that resulted in the decline of golfing facilities and staffing deficiencies?
- In reference to page 111 of the materials posted displaying the tabular summary of the “Concepts” being recommended for consideration”
 - o How is “development opportunity” defined? Must set parameters, such as number of units, types of use, net units per acre, building height limit, etc.
 - o “Conservation and Recreation” covers a wide range of land uses, from passive to active – again, must be defined, with specific allocation among uses.
 - Priority should be given to flood control – including buffers from rising sea-level and storage of stormwater runoff.
 - As part of the latter, adopt a program for monitoring sea-level rise, incorporating methods used by the Skidaway Institute of Oceanography.
 - Another priority should be habitat and buffers that serve threatened and endangered species.
 - Rare natural coastal ecosystems such as maritime forests should also be cultivated for visitor experience.
 - o How much demand exists for 9-hole courses? [Concepts A & C each provide three 18-hole courses and one 9-hole course.]
- Limit or prohibit impervious surfaces to reduce stormwater runoff. Specify proposed means for collection, storage, release and sampling of any stormwater generated in the areas under this plan, or from other off-site sources that affect these areas.
- If eco-friendly landscaping methods are not adopted, they should be. To include biodegradable, chemically-safe fertilizers and non-toxic pest controls.
- Require all revenues generated by using these areas to be devoted to maintenance and upgrades, allocated to be consistent with priorities specified in the plan.

Thanks for the opportunity to comment.

I look forward to your reply.

~ David Kyler, Center for a Sustainable Coast

MEMORANDUM

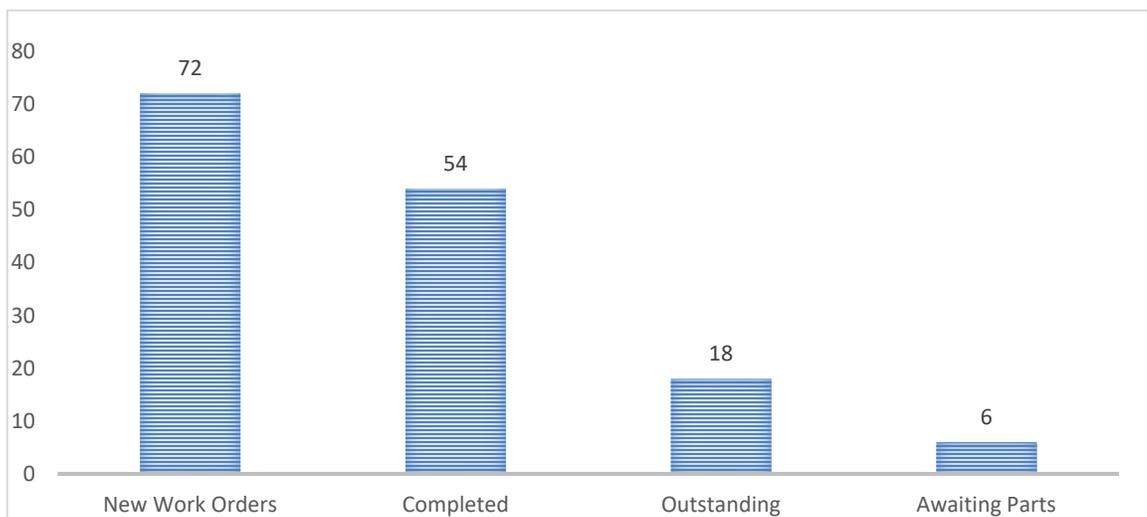
TO: COMMITTEE OF THE WHOLE
FROM: NOEL JENSEN, CHIEF OPERATIONS OFFICER
SUBJECT: OPERATIONS MONTHLY REPORT – APRIL 2020
DATE: 5/11/2020

PUBLIC SERVICES

April Highlights:

- Roads and Grounds responded to possible tornado damage to holes 13 and 14 of Pine Lakes. Three oak trees were overturned or damaged beyond salvage and other trees had hung limbs and assorted damage. Multiple pines had the treetops ripped off them and were also removed. Isolated damage was seen from Magee on the west side to Stewart on the east side of the island.
- Golf Course Maintenance continues routine maintenance and has rotationally closed 18-27 holes of golf due to COVID-19 downturn in play. GCM also adapted courses in response to COVID-19.
- Summer Waves staff continues installing new shade structures for Frantic Atlantic wave pool area, and replacement of Lazy River liner and tile work is nearing completion.
- Shipments of new slide complex purchased from Pooler still being shipped as it is disassembled by our contractor.
- Vehicle maintenance performed 100% of preventative maintenance for the month of April and was ranked by DOAS Fleet Management as a Tier 1 fleet for a fifth quarter in a row. (one of only 23 in the State)

Operations Department Work Orders

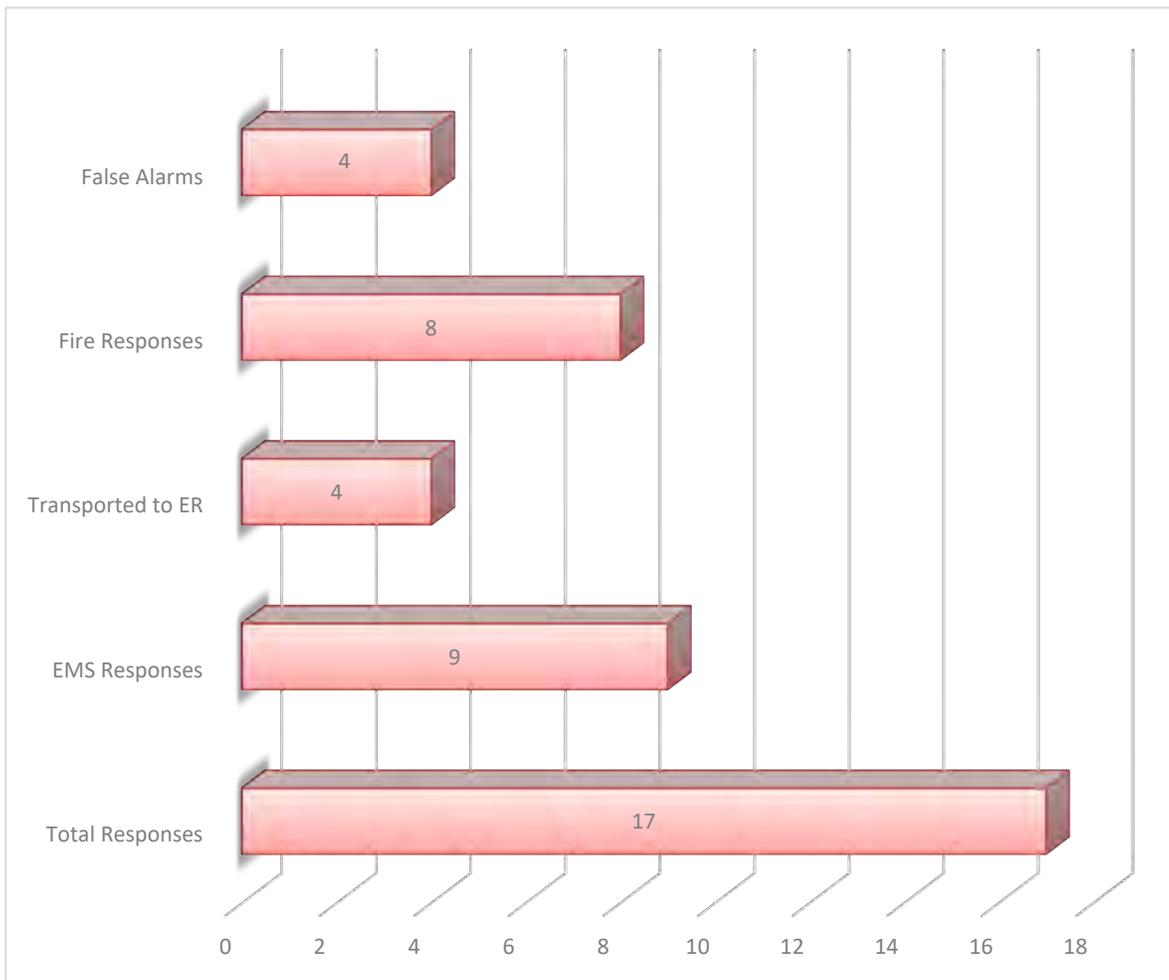


PUBLIC SAFETY – Fire & EMS

April Highlights:

- By comparison total responses were down 65% from 2019. ER transports were also down from 19 in April of 2019 to only four in April of 2020.
- Completed 153.4 hours in staff training for the month.
- Had ISO follow up inspection by ISO field representative with final results were expected in late April but are delayed due to COVID-19.
- Fire Marshall performed 5 fire inspections and 5 rental inspections.
- Performed standby duties for Glynn County EMS via mutual aid MOU.
- LEPC meeting at Glynn County EOC.
- Fire station emergency generator project is complete and operational.

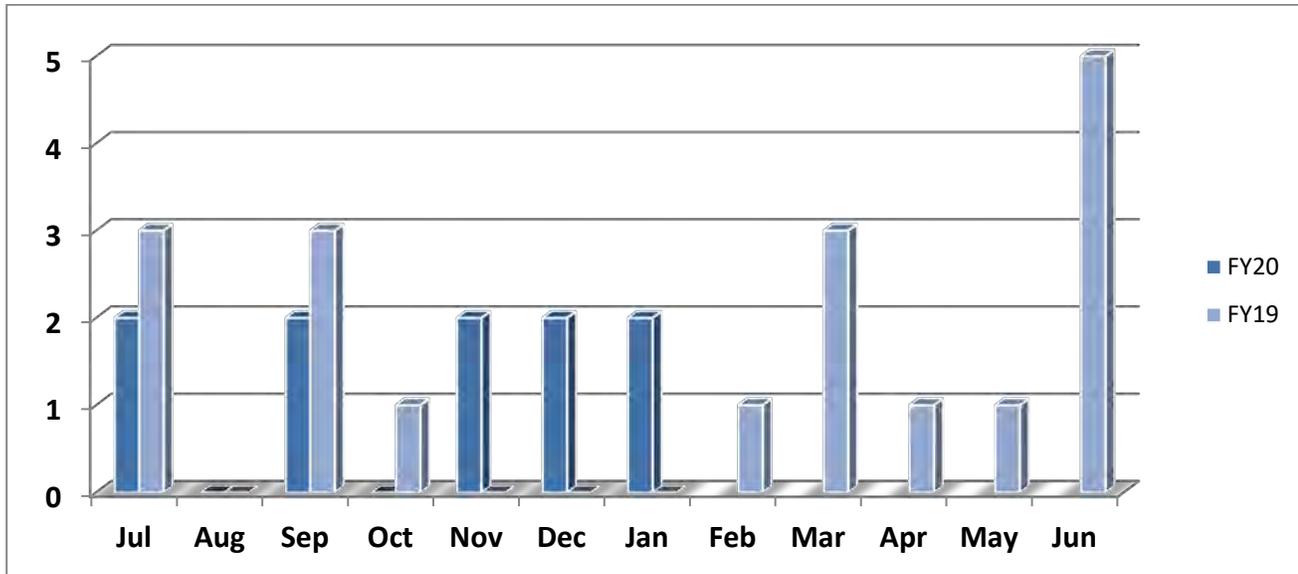
Jekyll Island Fire & EMS Responses



MEMORANDUM

TO: HUMAN RESOURCES COMMITTEE
FROM: JENNA JOHNSON, HR DIRECTOR
SUBJECT: HUMAN RESOURCES COMMITTEE REPORT
DATE: 5/13/2020

JIA Workers Compensation Claims: (Target goal for FY20 = 9).



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY20	2	0	2	0	2	2	2	0	0	0			10
FY19	3	0	3	1	0	0	0	1	3	1	1	6	19

JIA Employee Census: 329

Month	Full time	Part Time	Seasonal	Interns	Total Employees
Apr	168	128	10	23	329

- *Note:** Employee furloughs remain in effect, as of week ending 5/14/2020:
- 59 or 35% of full-time employees received reduced or no hours of work
 - 89 or 68% of part-time employees received reduced or no hours of work

- **Retirements:**
 - None

Recognition:

- **Pocket Praise Kudos.....**On hold
- **Meet our May Featured Employee: Steve Walker**



A native of Brunswick and the Golden Isles, Steve Walker began his career with the Jekyll Island Authority when he was just 16 years old as a temporary landscape gardener. Within just a few short months, Steve quickly became recognized for his hard work and determination moving into a regular full-time position. Today, as a Senior Landscape foreman, he oversees the landscape maintenance of the commercial and recreational areas of Jekyll Island. When asked what this consists of Steve replied, "A little bit of everything really!"

Steve says that what he likes most about working for the JIA is being outdoors and in nature. "I just love what I do," he said, "and there is nothing I would change about working here, I like it just the way it is!"

When Steve is not here helping to keep Jekyll Island beautiful, he enjoys working in and maintaining his yard at home and fishing.

Thank you for 26 years of service, Steve!! We appreciate all you do!

MEMORANDUM

TO: HISTORIC PRESERVATION/CONSERVATION COMMITTEE
FROM: BEN CARSWELL, DIRECTOR OF CONSERVATION
SUBJECT: CONSERVATION UPDATE
DATE: 5/12/2020

Research and Monitoring

- Wilson's plover nesting continues, with sixteen nests total so far with several nests well north of the core nesting area on the southern point of the island. This includes a nest near the site of the future Marriot hotel, as well as two nests between Oceanview Beach Park and the Jekyll Island Club Resort Beach Pavilion. See map in Figure 1, below.

Management and Planning

- As part of the stakeholder input process for the 2020 Conservation Plan update, a second focus group was convened via Zoom video call to provide input toward proposed edits and additions to the Plan. This group was comprised of representatives of community groups and Environmental NGOs. In March, a technical focus group of natural resource managers was convened. The proposed Plan updates are anticipated to be made available for general public input in June.
- Conservation staff, along with Cliff Gawron, Director of Landscape and Planning, have assisted in the development and coordination of plans for landscape restoration along the causeway following the Georgia Power transmission line rebuild project. Likewise, coordination is taking place in collaboration with Villas by the Sea to restore natural vegetation to an off-lease area that had previously been maintained as beachfront lawn space by Villas.

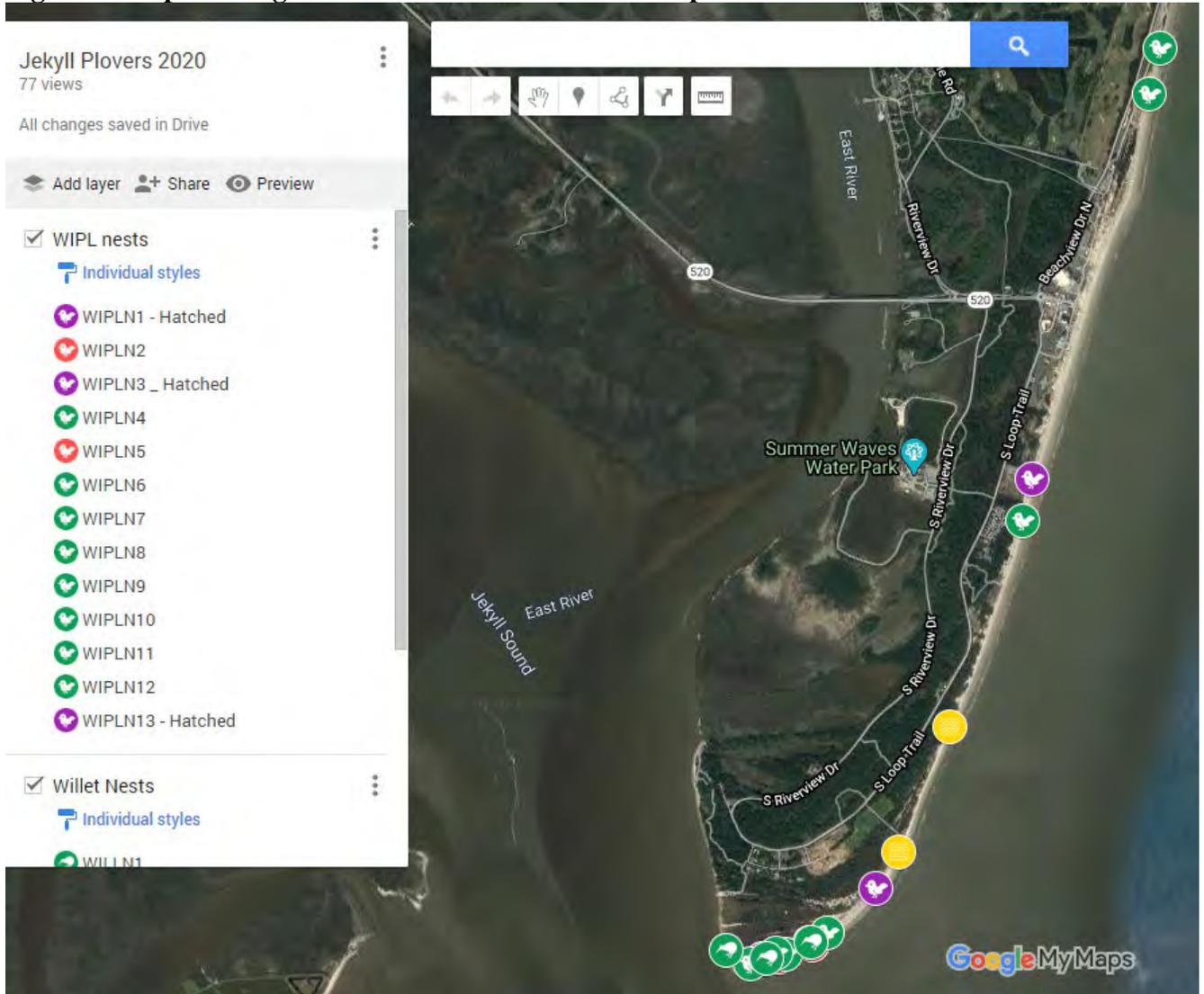
Outreach and Leadership

- Director of Conservation, Ben Carswell, gave an invited presentation via Zoom video call, to the Marietta Rotary Club
- Wildlife Biologist Joseph Colbert provided an online presentation on personal time in support of the Rattlesnake Conservancy's annual fundraiser

Personnel and Professional development

- Three staff members of the Conservation Division are now subject to partial furlough and working reduced hours in response to the financial stresses incurred by the pandemic.

Figure 1. Map showing locations of monitored Wilson's plover and willet nests



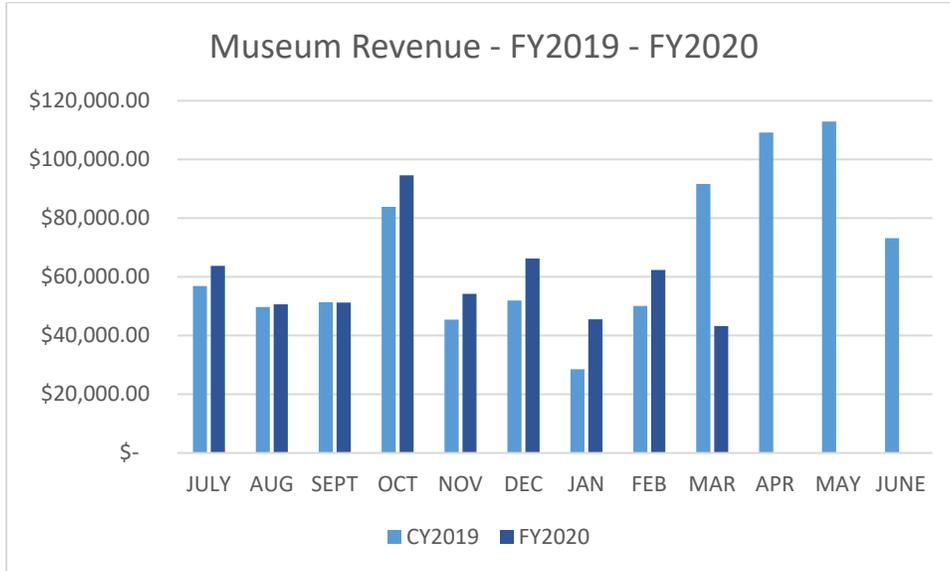
MEMORANDUM

TO: COMMITTEE OF THE WHOLE
FROM: ANDREA MARROQUIN, CURATOR
SUBJECT: HISTORIC RESOURCES UPDATE
DATE: 5/12/2020

Jekyll Island Museum	Paid Tours:	Public:	0	Admissions:	0
		Group:	<u>0</u>		
		Tour Total:	0	Total Visitation:	0

Due to closures resulting from the COVID-19 public health emergency, the museum suffered the lowest returns in its history this April. The closures resulted in no visitation and almost no revenue during the height of the typically busy spring season.

The museum focused on cutting expenses in response to the crisis. Furloughs directly impacted 94% of the Historic Resources Department, including 8 part-time and 9 full-time employees. These staff members received either no hours or a significant reduction in hours as a result of the closures.



Special Events

- **COVID-19 Response** – Adopted precautionary measures in response to the public health situation. The museum gallery was closed, and all activities and special events were cancelled.

Curatorial/Research

- **Hollybourne Cottage** – Provided an update to those who submitted proposals for RFP 359 for developing an exhibit design plan for Hollybourne Cottage. The selection process remains on pause due to the COVID-19 public health emergency, to proceed at a date later determined.
- **Mosaic** – Provided data on the Mosaic for the Jekyll Island Foundation for completion of a grant report for the Arthur Blank Foundation. Obtained an estimate for replacement of a graphic rail at the Mosaic at the request of the Jekyll Island Foundation. Reviewed available artifacts for rotation of various exhibits at the Mosaic and determined additional materials needed for the updates.
- **Wayside Panels** – Reprinting 8 historic district wayside panels due to production issues.
- **Historic District Gates** – Completed installation and replacement of all 12 gates and associated signage in the historic district. Phase II installation of the last 8 gates included 5 additional gate replacements at Cherokee, Crane, the Clubhouse, the Commissary, and the Admin Building, as well as 3 new gates located at Dubignon, Villa Ospo, and Gould.
- **Collection Management** – Continued updating rare book catalog records. Continued inventory of Jekyll Island Museum photographs. Transcribing Maurice family documents. Completed an inventory of artifacts from Indian Mound Cottage. Finished digitizing Edison Diamond Disk records in the museum collection. Continued to review and update accession records.

Historic District/Preservation

- **Villa Ospo** – Continuing efforts to refresh the Villa Ospo Great Room for meetings and events. Cleaned and waxed the ceiling. Currently restoring other woodwork, including cabinets, doors, and baseboards, to their original appearance.
- **Bond Fund Project** – Met with an engineer to discuss possible safety improvements to the stairwell at the Large Dorm. Met to finalize plans for entry paving and ADA access at the Chichota Ruins. Also reviewed possible entry improvements for additional Pier Road Shops.
- **Antique Profile Jointer** – With support from the Friends of Historic Jekyll Island, the Historic Resources Department obtained a late nineteenth-century woodworking tool originally owned by George Cowman. This tool produced a lot of the finish woodwork for Jekyll Island Club Structures. The tool came with the original profile knives which may be useful for future preservation efforts to replicate the profiles of Club Era building materials.
- **Horton Garden** – Finished installing the upright fence posts surrounding the raised beds of a heritage garden to be planted at the Horton House Historic Site.

	Sea Turtle	Other Patients
New Patients	2	19
Current Patients	17	45
Released Patients	3	8
Transferred Patients	0	1
Total Since 2007	887	1,790

Research & Patrol

- We are continuing our long-term efforts to understand the ecology and conservation of turtles on and around Jekyll Island. All 16 radio-telemetered Box Turtles continue to be tracked on the golf courses and near residential homes.
- We also collected a Kemp's Ridley turtle reported by a fisherman and brought him to the hospital for evaluation. The hook was removed successfully with surgery. The turtle was released in early April.

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**	3,561	22,337.42	378,092.17
Volunteer Hours**	52.5	3,611.42	74,347.01
Marine Debris Hours*	52.5	679	9,708.58
MDI & Volunteer Program			
MDI Clean Ups	0	4	72
MDI Items Collected	418	5,839	363,148
New Volunteers Oriented	0	33	242
Volunteer Shadow Shifts	0	34	242
Volunteer Advancements	0	0	265

***YTD Based off fiscal year (July 1, 2019-June 30, 2020) | **YTD Based off of AmeriCorps Program Year (September 1, 2019-August 31, 2020)**

MEMORANDUM

TO: COMMITTEE OF THE WHOLE
FROM: DION DAVIS, E.D.
SUBJECT: JEKYLL ISLAND FOUNDATION UPDATE
DATE: 5/8/20

Board of Director's Meeting: The board held its final scheduled meeting of FY20 via teleconference on Friday, April 24, 2020. Agenda items included: review of February 2020 financials, Mosaic updates: accounts payable, Phase II fundraising, grant final reports, donor wall kiosk upgrades, and an Executive Director's report: sustainable funding revenue streams, corporate sponsorship program content review, gate/parking pass system upgrades/launch timeline, meeting schedule for FY21, and the new Foundation executive assistant.

Nominating Committee: The NC will hold a scheduled meeting on Thursday, April 14, 2020 via teleconference. Agenda items included: board term and standing committee appointments, review of board responsibilities, criteria and matrix, board nominee discussion, and Advisory board appointments.

Finance/Executive Committee Meeting: The next FC/EC meeting is scheduled for June 4, 2020. The agenda has not been set.



Board of Directors Committee Assignments

<p align="center"><u>HISTORIC PRESEVATION/CONSERVATION</u></p> <p>Bob Krueger, Chair Joe Wilkinson Mark Williams Joy Burch-Meeks Buster Evans</p> <p><u>Staff:</u> Ben Carswell Bruce Piatek Cliff Gawron</p>	<p align="center"><u>FINANCE</u></p> <p>Bill Gross, Chair Joe Wilkinson Bob Krueger Mark Williams Trip Tollison Buster Evans Glen Willard</p> <p><u>Staff:</u> Jones Hooks Marjorie Johnson</p>
<p align="center"><u>HUMAN RESOURCES</u></p> <p>Buster Evans, Chair Joe Wilkinson Bob Krueger Joy Burch-Meeks Dale Atkins</p> <p><u>Staff:</u> Jenna Johnson</p>	<p align="center"><u>MARKETING</u></p> <p>Joy Burch-Meeks, Chair Joe Wilkinson Bill Gross Trip Tollison Buster Evans Glen Willard</p> <p><u>Staff:</u> Kate Harris</p>
<p align="center"><u>LEGISLATIVE</u></p> <p>Trip Tollison, Chair Joe Wilkinson Bob Krueger Bill Gross Mark Williams Joy Burch-Meeks Dale Atkins</p> <p><u>Staff:</u> Jones Hooks</p>	<p align="center"><u>COMMITTEE OF THE WHOLE</u></p> <p>Joseph B. Wilkinson, Jr., Chair Bob Krueger Bill Gross Mark Williams Joy Burch-Meeks Trip Tollison Buster Evans Glen Willard Dale Atkins</p> <p><u>Staff:</u> Jones Hooks</p>



JIA Board Meeting: Conference Call Tip Sheet

Below are tips that will help assist you in preparing for an effective Board Meeting via conference call:

Always Introduce Yourself

In public meetings where participants are together in a room, it's easy to identify who is speaking. On audio calls, it's much more difficult. Because the public will also be listening, it's important to always introduce yourself before speaking. Consider something like "Hi it's Joe, I have a question." While it may feel a little unusual to do this every time you speak, this will ensure both the audience and participants know who is speaking and/or voting on a matter, and it will also ensure the moderator can capture the remarks accurately for the record.

Patience is A Virtue

Often times when multiple people are on a phone call in various locations, it can be difficult to know when to speak without interrupting others. It's important to be patient with responding. Allow for moments of pause between responses, so participants don't get frustrated by unintended interruptions.

Be Aware of Your Surroundings

When on an audio call, ensure that "background noise" is kept to a minimum. Find an office or room where outside noise is reduced to prevent it impacting others ability to here you.

The Mute Button is Your Friend

To minimize the risk of background noises when others are speaking, always place yourself on mute until it is your turn to speak. But remember to take yourself off of mute before beginning to speak again.

Call in Early

To ensure you are able to connect to the call and can hear the moderator and participants, call in early to ensure any connectivity issues can be resolved prior to the start of the meeting.



5/14/2020

Stewart Atkins
Jekyll Island Authority
100 James Road
Jekyll Island, GA 31527

RE: Facility Recovery Grant Award Letter: Jekyll Island Tennis Center

Dear Stewart,

Congratulations! We are pleased to inform you that Jekyll Island Authority (the "Facility") has been selected to receive a Facility Recovery Grant Award (the "Grant") in the amount of \$5000 to help defray some of the tennis-related expenses associated with reopening your Facility in 2020. Expenses that qualify under this Grant include, but are not limited to:

- Tennis balls, teaching equipment (tubes, carts, hoppers)
- Cleaning/sanitizing efforts (i.e. disposable gloves, disinfectant, cleaning equipment)
- No Touch Items (i.e. scanning software, automatic/sliding doors)
- Other qualified tennis related reopening expenses

The Grant will be distributed within approximately fifteen (15) business days of receipt of all required documentation which includes;

- Announcement to the public or your clientele of the 2020 reopening date
- Receipt of purchase orders and/or invoices for qualified expenses (dated May 1, 2020 or later)
- Current W-9
- Countersigned Grant Award Letter sent to the attention of Robin Jones

If your Facility is not scheduled to reopen for several months, please provide the countersigned Grant Award Letter and W-9 along with your anticipated reopening date, and provide the additional documentation as soon as possible, but no later than September 30, 2020.

The Grant will be disbursed after the receipt of all of the above documents. Only one check will be issued per Grant. If proof of expenses is less than the Grant, the award amount will be reduced to reflect the documented expenses. The Grant must be utilized for qualified expenses in 2020 within thirty (30) business days of the Facility reopening.

In addition, by signing below, you confirm that you have the power and authority to sign this Grant Award Letter and comply with the conditions of the Grant, and further, you acknowledge and agree that the Facility is:

- open to the public for play and/or programming;
- compliant with or uses its best efforts to be compliant with all applicable requirements and guidelines of the Americans with Disabilities Act (ADA);
- in good standing with local, state and federal regulations;
- is acknowledging that your teaching pros are Safe Play compliant or will become Safe Play compliant within ninety (90) days of the Grant; and
- does not discriminate in its hiring practices or in connection with making the Facility available to the general public.

In consideration of receiving the Grant the undersigned, the Facility and its owners, hereby release, waive, discharge and covenant not to sue the USTA, its affiliated entities, Tennis Industry United, the specific USTA Section and all its assigns, directors, officers, agents, employees and volunteers for any claims arising out of or in connection with the Grant or the manner in which the funds were utilized, including but not limited to, any items or equipment purchased with the Grant.



We are hopeful that despite the impacts of COVID-19, that your Facility and the tennis industry as a whole will rebound and continue to thrive. Please continue to check the Tennis Industry United webpage on www.usta.com for future information.

Thank you for your efforts to promote the game of tennis in your community.

Sincerely,

Michael Dowse
Chief Executive Officer & Executive Director
United States Tennis Association

John Callen
Executive Director & Chief Operating Officer
USTA Southern

ACCEPTED AND AGREED TO:

NAME OF FACILITY

By: _____

Name (printed): _____

Job Title: _____

Date: _____



USTA Recovery Grant - Expenses
PROOF OF PURCHASE - SUBMIT RECEIPTS ONE TIME

Must be purchased May 1st, 2020 onward, until 30 days after reopening date.

Reimbursement Options:

Tennis Equipment/Supplies

- Tennis balls (not for resale)
- Ball machine
- Overgrips for demos
- Court divider nets
- Benches
- Ball carts and hoppers
- Ball mower
- Clocks
- Court organizers
- Trash cans and recycling bins

Cleaning

- Services
- Supplies

Court Maintenance

- Powerwasher
- Clay court supplies repair
- Water dispensers without hands

Marketing/Technology

- Club and Court App development
- Courts booking software
- Signage
- Digital message boards/Courts signs
- Email/text messaging communication tools

No Touch Items/Safety Items

- Doors
- Thermometers
- Plexiglass sneeze shields
- Masks
- Gloves
- Hand dispenser
- Software capable of taking payments and reservations online
- Credit card scanner for customer use only
- Bungee cords or door jams to keep tennis gates open
- Automatic or open lid trash cans
- Tennis ball and can recycle bins
- Automatic sensor water fountains
- Automatic soap dispenser
- Automatic paper towel dispenser
- Automatic hand dryer